

**CITY OF BENBROOK  
2015-16 PROPOSED BUDGET**

**CITY COUNCIL MEETING  
PUBLIC HEARING**

**AUGUST 20, 2015**

**CITY OF BENBROOK  
2015-16 PROPOSED BUDGET  
AUGUST 20, 2015**

The 2015-16 Proposed Budget Summary Document is comprised of ten sections: (1) Summary, (2) Fund Balance Status, (3) Revenues, (4) Expenditures, (5) Activity Summaries, (6) Decision Packages, (7) Debt Service, (8) Other Funds, (9) EDC Budget, and (10) Supplemental Information.

**SECTION ONE - SUMMARY**

The Summary Section provides a synopsis of the 2015-16 Proposed Budget including total revenues, expenditures, fund balance changes, and program modifications and implementations.

**SECTION TWO - FUND BALANCE STATUS**

The Fund Balance Status Section summarizes beginning and ending fund balances on an actual basis for 2013-14; on an original budget, amended budget, and re-estimated basis for 2014-15; and on a base budget, decision package, department request, and proposed budget for 2015-16. Fund balance information is provided for the General Fund, Debt Service Fund, and the Operating Funds (combined General Fund and Debt Service Fund). These summaries are provided on three tables.

**SECTION THREE - REVENUES**

The Revenues Section provides a line-item summary of all General Fund and Debt Service revenue sources on an actual basis for 2013-14; on a budget, six-month actual, and estimated basis for 2014-15; and on a projected basis for 2015-16. Increases and decreases in revenue are explained for each of the revenue categories.

**SECTION FOUR - EXPENDITURES**

The Expenditures Section provides a summary of all General Fund and Debt Service expenditures on an actual basis for 2013-14; on an amended budget, six-month actual, and estimated basis for 2014-15; and on a base budget, decision packages, department request, and proposed budget basis for 2015-16. Expenditure information is provided for each activity at the following levels: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. Expenditure information is summarized at the department and division level. Increases and decreases in expenditures are explained for each department and division. The Expenditure Section also includes a table that describes each of the changes made by the City Manager to the Department Request.

## **SECTION FIVE – ACTIVITY SUMMARIES**

The Activity Summaries Section includes a form for each General Fund Activity. These Activity Summary forms summarize expenditures and positions on an actual basis for 2013-14; on a budget, actual six-month, and estimated twelve-month basis for 2014-15; and on a base budget, decision package, and total request basis for 2015-16. The 2015-16 Proposed Budget recommendations are also summarized at this level of detail. Expenditures are provided for the following categories: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. The number of authorized positions is also provided. The form includes a reconciliation of the City Manager's Proposed Budget changes from the Department's Total Request (base budget plus decision packages). An area is also provided to list any changes made by the City Council. The box in the bottom right of the form lists all decision packages and classifies each package in two categories: (1) Funded and (2) Not Funded.

## **SECTION SIX – DECISION PACKAGES**

The Decision Package Section includes a chart that lists each decision package requested for inclusion in the 2015-16 Department Request. This chart is followed by copies of each decision package.

Decision packages are required when the department requests to: (a) add a new program, (b) delete an existing program and replace it with a new or different function or program, (c) request expenditures that exceed the total appropriation for the activity's 2014-15 Adopted Budget, or (d) request additional compensation for an employee or job classification or request adjustment to the City's compensation plan. The cost of all decision packages included as part of the department request totaled \$1,397,636 for the General Fund.

Decision packages are presented on a summary table. This table provides the following information about each decision package considered during review of the 2015-16 Budget: (1) department, (2) description (3) amount requested, (4) activity total, and (5) amount approved by the City Manager.

## **SECTION SEVEN - DEBT SERVICE**

The Debt Service Section provides a schedule that summarizes the City's debt service obligations for the 2015-16 fiscal year. This section includes tables that summarize the City's debt requirements from October 1, 2015 through maturity.

## **SECTION EIGHT – OTHER FUNDS**

Section Eight provides a summary of proposed expenditures for the Marketing Account funded through the Hotel Motel Occupancy Tax, the Police Narcotics Fund, TIF Fund, Core Value Fund, Capital Projects Fund Animal Shelter Account, Capital Projects Fund Capital Asset Replacement Account, and the Storm Water Utility Fund for 2015-16.

## **SECTION NINE – EDC**

Section Nine provides 2015-16 Budget information for the Benbrook Economic Development Corporation.

## **SECTION TEN – SUPPLEMENTAL INFORMATION**

The Supplemental Information Section provides information regarding the City's budget process including: City Charter Requirements, Budget Process, Citizen Input and Public Hearings, and a Glossary of Terms.

**SECTION ONE  
SUMMARY OF PROPOSED  
BUDGET**

## **SECTION ONE SUMMARY OF PROPOSED BUDGET**

### **OVERVIEW**

The 2015-16 City of Benbrook Budget is based on total General Fund and Debt Service Fund revenues of \$17,089,601 and total General Fund and Debt Service Fund expenditures of \$17,629,912. The Proposed Budget reflects the transfer of \$502,631 from the Storm Water Utility Fund to the Debt Service Fund. The Proposed Budget also includes the transfer of \$250,000 from the General Fund to the Capital Asset Replacement Fund. The Proposed Budget also includes the transfer of \$550,000 in General Fund Reserves to the Capital Projects Fund Animal Shelter Account to designate and reserve funds for planning and constructing an animal shelter. The Proposed Budget is based on using approximately \$7,759 in debt service reserves for payment of principal and interest for general obligation bonds.

As proposed by the City Manager, the property tax rate reflected in the 2015-16 Proposed Budget remains at the 2014-15 rate of \$0.6575 per \$100 valuation. The proposed tax rate is based on the assessed valuation totals provided by the Tarrant Appraisal District on July 24, 2015.

### **CHANGES IN POSITIONS AND RECLASSIFICATIONS**

The 2015-16 Proposed Budget includes the addition of six full-time positions and the elimination of seven part-time positions in the Police and Fire Departments.

The Police Department requested the addition of a full-time Communications Specialist position; this new position is included in the 2015-16 Proposed Budget. Funding will be partially offset by the elimination of a part-time Communications Specialist position and by a reduction in the amount of overtime pay for the Communications/Records employees.

The Fire Department requested the addition of five full-time Firefighter/Paramedic positions; this request is partially funded with approval granted for adding two positions in 2015-16. The Fire Chief requested adding three full-time Firefighter/EMT positions; funding of this request is included in the 2015-16 Proposed Budget. Funding for the five new Fire Department positions is partially offset by eliminating six part-time positions in the Auxiliary City Fire Support Unit (ACFSU) and by decreasing the amount of overtime pay for the Fire Department employees.

No reclassifications were requested by department heads for consideration in the 2015-16 Proposed Budget.

## **SALARY AND FRINGE BENEFIT ENHANCEMENTS**

The Proposed Budget includes an across-the-board cost-of-living adjustment (COLA) of three percent for full-time employees. Funds are also included for scheduled merit increases for eligible employees; approximately thirty-nine percent of full-time employees are eligible for a step increase in 2015-16; a majority of these employees are in the Police and Fire Departments. Merit increases are subject to the review and approval by the employee's department head and the City Manager.

The Proposed Budget includes funds to finance an up to 10.00% increase in employee health, dental, and life insurance; this increase is applied to the amount re-estimated for 2014-15. Funds are also included for employee retirement through the Texas Municipal Retirement System (TMRS). The 2015 rate is 17.91%; the rate will decrease to 17.51% effective January 1, 2016. Workers' compensation contributions are reflected at \$50,000 for 2015-16; this amount should be sufficient for 2015-16 combined with the City's restricted reserves of \$225,122 for workers' compensation claims.

## **REPLACEMENT AND ADDITION OF EQUIPMENT AND VEHICLES**

Funds in the amount of \$185,000 are included in the Proposed Budget to replace five Police vehicles financed through the General Fund.

Funds are included in the Police Narcotics Fund Account for equipment and supplies. Funds for the replacement of ten department-issued hand guns for patrol officers and ballistic raid vests for CIS employees are included in the Narcotics Account for 2015-16. Other purchases will be made at the discretion of the Police Chief with approval from the City Manager.

The Fire Department requested funds to replace two of the ambulances. Tarrant County has agreed to provide \$50,000 in grant funds for each ambulance. The 2015-16 Capital Projects Fund Capital Asset Replacement Account's Proposed Budget includes \$124,000 for the City to replace one ambulance. Replacement of the other ambulance is deferred until 2016-17 or later.

The Fire Department's 2015-16 Proposed Budget includes funds to replace the four HazMat suits for Fire Fighters.

Funds are included for scheduled computer replacements and upgrades in the Information Technology Activity in the General Fund. Computer software, hardware, and other equipment scheduled for replacement and/or upgrade in 2015-16 is estimated to cost \$175,511.

Also included in the Information Technology allocation for 2015-16 are funds for: an improved and expanded data backup system for all City users, mobile routers for the Fire Department, and server and storage replacement for the Police Department.

The Personnel Department requested and received funds for new equipment to grade civil service examinations to expedite the testing process and to insure accuracy of results.

The Parks Department requested and received approval for the replacement of one of their mowing tractors and for replacement of one truck. The Public Works Department and the Engineering Activity also requested replacement of trucks. The 2015-16 Capital Projects Fund Capital Asset Replacement Account's Proposed Budget includes \$67,500 for these replacements.

Funds are also included in the 2015-16 Parks Department Proposed Budget for five park benches at an estimated cost of \$3,250.

The 2015-16 Proposed Budget includes funds to video and clean the ducts at Benbrook City Hall at an estimated cost of \$10,000. Other building improvements requested by the Public Services Director are deferred to future years.

#### **CITY COUNCIL REQUESTS**

At the work session held on July 3, 2015, Benbrook City Councilmembers agreed to designate \$50,000 for a needs assessment study for a new animal shelter and \$500,000 for the possible construction of a new shelter. The 2015-16 Proposed Budget includes the transfer of \$550,000 from General Fund reserves to the Capital Project Fund Animal Shelter Account.

# **SECTION TWO FUND BALANCE STATUS**

## **SECTION TWO FUND BALANCE STATUS**

The tables depict General Fund, Debt Service Fund, and Operating Funds (combined General Fund and Debt Service Fund) beginning and ending fund balances on an actual basis for 2013-14; on an original budget, amended budget, and re-estimated basis for 2014-15; on a base budget, department request (base budget plus decision packages), and proposed budget for 2015-16.

### **GENERAL FUND**

The General Fund began the 2014-15 year with a fund balance of \$8,805,202. The General Fund is projected to end the current fiscal year with a fund balance of \$9,261,770 based on estimated revenues of \$16,408,245, estimated expenditures of \$16,134,131, the transfer of \$100,000 to the Core Value Fund, the transfer of \$200,000 to the Capital Asset Replacement Account and the transfer of \$482,454 for the replacement of one fire engine as approved in the 2014-15 amended budget.

The 2015-16 Proposed Budget - with revenues in the amount of \$16,663,043, expenditures in the amount of \$16,692,964, the transfer of \$250,000 to the Capital Asset Replacement Fund, and the transfer of \$550,000 in unrestricted reserves to the Capital Projects Fund Animal Shelter Account - is projected to have an ending fund balance of \$8,431,849 in 2015-16.

### **DEBT SERVICE FUND**

The Debt Service Fund began the 2014-15 year with a fund balance of \$225,304. The Debt Service Fund is projected to end the current fiscal year with a fund balance of \$93,666 based on estimated revenues of \$331,600, estimated expenditures of \$969,075, and the transfer of \$505,837 from the Storm Water Utility Fund.

The 2015-16 Proposed Budget - with revenues in the amount of \$426,558, expenditures in the amount of \$936,948, and the transfer of \$502,631 from the Storm Water Utility Fund - is projected to have an ending fund balance of \$85,907 in 2015-16.

### **OPERATING FUNDS**

The Operating Funds began 2014-15 with a fund balance of \$9,030,506. The Operating Funds are expected to end this current fiscal year with a fund balance of \$9,355,436 based on estimated revenues of \$16,739,845, estimated expenditures of \$17,103,206, the transfer of \$100,000 to the Core Value Fund, the transfer of \$200,000 to the Capital Asset Replacement Account, the transfer of \$482,454 for

the replacement of one fire engine as approved in the 2014-15 amended budget, and the transfer of \$505,837 from the Storm Water Utility Fund.

The 2015-16 Proposed Budget - with revenues in the amount of \$17,089,601, expenditures in the amount of \$17,629,912, the transfer of \$250,000 to the Capital Asset Replacement Fund, the transfer of \$550,000 in unrestricted reserves to the Capital Projects Fund Animal Shelter Account, and the transfer of \$502,631 from the Storm Water Utility Fund - is projected to have an ending fund balance of \$8,517,756 for 2015-16.

**CITY OF BENBROOK  
 CHANGES IN FUND BALANCE  
 2015-16 PROPOSED BUDGET  
 AUGUST 2015**

| <b>GENERAL FUND</b>                            | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>ORIGINAL<br/>BUDGET</b> | <b>2014-15<br/>AMENDED<br/>BUDGET</b> | <b>2014-15<br/>RE-EST</b> | <b>2015-16<br/>BASE<br/>BUDGET</b> | <b>2015-16<br/>DECISION<br/>PACKAGES</b> | <b>2015-16<br/>DEPT.<br/>REQUEST</b> | <b>2015-16<br/>PROPOSED<br/>BUDGET</b> |
|--|---------------------------|--|---------------------------------------|---------------------------|------------------------------------|--|--------------------------------------|--|
| <b>BEGINNING BALANCE</b>                       | 8,939,746                 | 7,929,861                              | 7,929,861                             | 8,805,202                 | 9,261,770                          |  | 9,261,770                            | 9,261,770                              |
| Revenues                                       | 16,376,736                | 16,037,927                             | 16,037,927                            | 16,408,245                | 16,378,320                         |  | 16,378,320                           | 16,663,043                             |
| <b>TOTAL FUNDS AVAILABLE</b>                   | <b>25,316,482</b>         | <b>23,967,788</b>                      | <b>23,967,788</b>                     | <b>25,213,447</b>         | <b>25,640,090</b>                  |  | <b>25,640,090</b>                    | <b>25,924,813</b>                      |
| Expenditures                                   | 14,811,280                | 16,077,632                             | 16,611,752                            | 16,134,131                | 16,096,357                         | 1,397,636                                | 17,493,993                           | 16,692,964                             |
| <b>AVAILABLE OVER (UNDER)<br/>EXPENDITURES</b> | <b>10,505,202</b>         | <b>7,890,156</b>                       | <b>7,356,036</b>                      | <b>9,079,316</b>          | <b>9,543,733</b>                   |  | <b>8,146,097</b>                     | <b>9,231,849</b>                       |
| Transfers-In                                   | 0                         | 0                                      | 482,454                               | 482,454                   | 0                                  |  | 0                                    | 0                                      |
| Transfers-Out                                  | 1,700,000                 | 300,000                                | 300,000                               | 300,000                   | 0                                  |  | 0                                    | 750,000                                |
| Bond Re-Issuance                               | 0                         | 0                                      | 0                                     | 0                         | 0                                  | 0  | 0                                    | 0                                      |
| <b>ENDING BALANCE</b>                          | <b>8,805,202</b>          | <b>7,590,156</b>                       | <b>7,538,490</b>                      | <b>9,261,770</b>          | <b>9,543,733</b>                   | <b>0</b>                                 | <b>8,146,097</b>                     | <b>8,481,849</b>                       |

| <b>DEBT SERVICE FUND</b>                       | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>ORIGINAL<br/>BUDGET</b> | <b>2014-15<br/>ORIGINAL<br/>BUDGET</b> | <b>2014-15<br/>RE-EST</b> | <b>2015-16<br/>BASE<br/>BUDGET</b> | <b>2015-16<br/>DECISION<br/>PACKAGES</b> | <b>2015-16<br/>DEPT.<br/>REQUEST</b> | <b>2015-16<br/>PROPOSED<br/>BUDGET</b> |
|--|---------------------------|--|--|---------------------------|------------------------------------|--|--------------------------------------|--|
| <b>BEGINNING BALANCE</b>                       | 445,101                   | 219,455                                | 219,455                                | 225,304                   | 93,666                             |  | 93,666                               | 93,666                                 |
| Revenues                                       | 240,054                   | 326,898                                | 326,898                                | 331,600                   | 336,628                            |  | 336,628                              | 426,558                                |
| <b>TOTAL FUNDS AVAILABLE</b>                   | <b>685,155</b>            | <b>546,353</b>                         | <b>546,353</b>                         | <b>556,904</b>            | <b>430,294</b>                     |  | <b>430,294</b>                       | <b>520,224</b>                         |
| Expenditures                                   | 3,996,393                 | 969,075                                | 969,075                                | 969,075                   | 970,814                            |  | 970,814                              | 936,948                                |
| <b>AVAILABLE OVER (UNDER)<br/>EXPENDITURES</b> | <b>(3,311,238)</b>        | <b>(422,722)</b>                       | <b>(422,722)</b>                       | <b>(412,171)</b>          | <b>(540,520)</b>                   |  | <b>(540,520)</b>                     | <b>(416,724)</b>                       |
| Transfers-In                                   | 960,316                   | 505,837                                | 505,837                                | 505,837                   | 502,631                            |  | 502,631                              | 502,631                                |
| Transfers-Out                                  | 0                         | 0                                      | 0                                      | 0                         | 0                                  |  | 0                                    | 0                                      |
| Bond Re-Issuance                               | 2,576,226                 | 0                                      | 0                                      | 0                         | 0                                  |  | 0                                    | 0                                      |
| <b>ENDING BALANCE</b>                          | <b>225,304</b>            | <b>83,115</b>                          | <b>83,115</b>                          | <b>93,666</b>             | <b>(37,889)</b>                    | <b>0</b>                                 | <b>(37,889)</b>                      | <b>85,907</b>                          |

| <b>OPERATING FUNDS</b>                         | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>ORIGINAL<br/>BUDGET</b> | <b>2014-15<br/>AMENDED<br/>BUDGET</b> | <b>2014-15<br/>RE-EST</b> | <b>2015-16<br/>BASE<br/>BUDGET</b> | <b>2015-16<br/>DECISION<br/>PACKAGES</b> | <b>2015-16<br/>DEPT.<br/>REQUEST</b> | <b>2015-16<br/>PROPOSED<br/>BUDGET</b> |
|--|---------------------------|--|---------------------------------------|---------------------------|------------------------------------|--|--------------------------------------|--|
| <b>BEGINNING BALANCE</b>                       | <b>9,384,847</b>          | <b>8,149,316</b>                       | <b>8,149,316</b>                      | <b>9,030,506</b>          | <b>9,355,436</b>                   |  | <b>9,355,436</b>                     | <b>9,355,436</b>                       |
| Revenues                                       | 16,616,790                | 16,364,825                             | 16,364,825                            | 16,739,845                | 16,714,948                         |  | 16,714,948                           | 17,089,601                             |
| <b>TOTAL FUNDS AVAILABLE</b>                   | <b>26,001,637</b>         | <b>24,514,141</b>                      | <b>24,514,141</b>                     | <b>25,770,351</b>         | <b>26,070,384</b>                  |  | <b>26,070,384</b>                    | <b>26,445,037</b>                      |
| Expenditures                                   | 18,807,673                | 17,046,707                             | 17,580,827                            | 17,103,206                | 17,067,171                         | 1,397,636                                | 18,464,807                           | 17,629,912                             |
| <b>AVAILABLE OVER (UNDER)<br/>EXPENDITURES</b> | <b>7,193,964</b>          | <b>7,467,434</b>                       | <b>6,933,314</b>                      | <b>8,667,145</b>          | <b>9,003,213</b>                   |  | <b>7,605,577</b>                     | <b>8,815,125</b>                       |
| Transfers-In                                   | 960,316                   | 505,837                                | 988,291                               | 988,291                   | 502,631                            |  | 502,631                              | 502,631                                |
| Transfers-Out                                  | 1,700,000                 | 300,000                                | 300,000                               | 300,000                   | 0                                  |  | 0                                    | 750,000                                |
| Bond Re-Issuance                               | 2,576,226                 | 0                                      | 0                                     | 0                         | 0                                  |  | 0                                    | 0                                      |
| <b>ENDING BALANCE</b>                          | <b>9,030,506</b>          | <b>7,673,271</b>                       | <b>7,621,605</b>                      | <b>9,355,436</b>          | <b>9,505,844</b>                   |  | <b>8,108,208</b>                     | <b>8,567,756</b>                       |

# **SECTION THREE REVENUES**

## **SECTION THREE REVENUES**

This section includes revenue collection and projection data for each source of revenue. Sub-totals are provided for each revenue account in the General Fund and Debt Service Fund. Revenues are projected based on current rates and fee structures. Collection data is presented on an actual basis for 2013-14; on a budget, actual six months (as of March 31, 2015), and estimated twelve months basis for 2014-15; and on a projected basis for 2015-16. This table depicts the change from the 2014-15 estimate compared to the 2014-15 budget and from the 2014-15 estimate compared to the 2015-16 projection.

### **GENERAL FUND**

General Fund revenues in the amount of \$16,663,043 for 2015-16 are projected to increase by \$254,798 compared to the 2014-15 estimate of \$16,408,245. The 2014-15 estimate of \$16,408,245 is \$370,318 over the 2014-15 adopted budget of \$16,037,927.

The changes in the 2015-16 Proposed Budget for revenue collection are in the following categories: ad valorem taxes; franchise fees; other taxes (including sales tax); licenses, permits, and filing fees; use of money and property; revenue from other agencies; and charges for current services.

### **Ad Valorem Taxes**

Revenue from ad valorem taxes in the amount of \$10,760,723 for 2015-16 is projected to increase by \$444,223 from the 2014-15 estimate of \$10,316,500. Current property tax revenue is projected to increase by \$465,723. Delinquent property tax revenue is projected to decrease by \$7,000 due to a reduction in the number of delinquent accounts in 2015-16. Revenue from current interest and penalties is projected to decrease by \$8,000 from the 2014-15 estimate level. Revenue from delinquent interest and penalties is projected to decrease by \$6,500 from the 2014-15 estimate.

The City of Benbrook is projected to experience property tax revenue growth in 2015-16 due to a net increase in assessed valuations for Benbrook. On July 24, 2015, TAD provided the City with final assessed valuation totals for use in computing property tax projections and in preparing "Truth in Taxation" notices. Assessed valuations increased by approximately 3.98% in a comparison of total values. "Truth in Taxation" requirements mandate that the City determine the Debt Service portion of the property tax rate based on debt service requirements as of July 2015. As discussed with City Council during the review of the 2013-14 budget and

reiterated during the briefing of the 2015-16 budget process, the debt service portion of the property tax rate will increase by another one-half cent to two and one-half cents in the 2015-16 Proposed Budget.

The General Fund's 2015-16 proposed property tax rate decreases by \$0.0050 from the current rate of \$0.6375 to \$0.6325. The Debt Service property tax rate for 2015-16 increases by \$0.0050 from the current rate of \$0.0200 per \$100 valuation to \$0.0250. The total (General Fund and Debt Service Fund) proposed property tax rate remains at \$0.6575.

### **Franchise Taxes**

Franchise Tax revenue are projected to increase to \$1,603,000 in 2015-16 - a net increase of \$7,000 from the 2014-15 estimate level of \$1,596,000 for the electrical franchise tax, natural gas franchise tax, telephone franchise tax, and sanitation franchise tax.

### **Other Taxes**

Projected sales tax collections for 2015-16 in the amount of \$1,900,000 reflect a decrease of \$100,000 from the 2014-15 estimate of \$2,000,000; this reduction in collections results from the anticipated impact that the construction of Benbrook Boulevard will have on commercial sales in the 2015-16 fiscal year. Revenue from mixed beverage taxes is projected to remain at \$4,000 in 2014-15 and in 2015-16. The total net decrease for this category is projected to be \$100,000.

### **Licenses, Permits, and Filing Fees**

Revenue from licenses is projected at \$43,975 for 2015-16; this amount is also estimated for 2014-15. Revenue from permits and filing fees is projected to decrease from the 2014-15 estimate of \$324,250 by \$17,000 to \$307,250 for 2015-16. The total projected for 2015-16 for licenses, permits, and filing fees is \$351,225.

### **Fines and Forfeitures**

Revenue from municipal court fines and forfeitures is projected to decrease by \$35,000 from the 2014-15 estimate of \$722,250 to \$687,250 for 2015-16. The 2014-15 estimate includes a higher-than-average amount of restitution fees.

## **Use of Money and Property**

The 2015-16 projection of \$60,250 is \$2,000 less than the 2014-15 estimate of \$62,250. Included within this category are: interest on investments, building rentals, gas well revenue, and miscellaneous revenue. Revenue from miscellaneous revenue is projected to decrease by \$5,000. Revenue from interest on investments is projected to increase by \$3,000.

## **Revenue from Other Agencies**

Revenue from Other Agencies includes revenue from the fire service contract with Tarrant County, the contract with the FWISD for police officers, and from miscellaneous grants. The 2014-15 estimate is \$401,500. The 2015-16 projection is \$426,500 for a net increase of \$25,000 from the current year estimate. Additional revenue is expected from the FWISD as a result of higher salary costs for the police officers assigned to Benbrook schools.

## **Charges for Current Services**

Revenue from Charges for Current Services for 2015-16 is projected to be \$9,925 under the 2014-15 estimate. The 2014-15 estimate is \$859,900 and the projection for 2015-16 is \$849,975. An increase of \$10,000 is projected in revenue from the ambulance charges. Street cut charges paid by the Benbrook Water Authority have been unusually high in the current year; this trend is not projected to continue so the projection for 2015-16 is \$35,000 less. Revenue from park revenue is projected to return to 2013-14 levels; the decrease for 2014-15 is due to closures at Benbrook Lake in the summer of 2015.

## **Other Revenue**

Other revenue is projected to be \$20,000 in 2015-16 and \$77,500 in 2014-15. The 2014-15 estimate includes reimbursements for insurance claims on City vehicles and property,

## **Transfers**

No transfers from other funds to the General Fund are included in the 2014-15 estimate and 2015-16 projection.

## **DEBT SERVICE FUND**

Debt Service Fund revenues and transfers are estimated at \$837,437 for 2014-15

and projected at \$929,189 for an increase of \$91,752.

### **Ad Valorem Taxes**

Revenues from property taxes are projected to increase in the Debt Service Fund by \$94,958 in 2015-16. This increase in revenue results from the growth of property values (assessed valuations) and an increase in the Debt Service portion of the property tax rate from \$0.0200 per \$100 valuation to \$0.02500. Revenue from property taxes is estimated at \$426,558 in 2015-16 and \$331,600 in 2014-15.

### **Transfers**

The 2014-15 estimate includes the transfer of \$505,837 from the Storm Water Utility Fund to the Debt Service Fund. This transfer is to finance principal and interest on drainage bonds. The amount scheduled for transfer in 2015-16 is \$502,631. This variation of \$3,206 is due to the decrease in funds required for payment of debt service expenses for drainage projects.

### **Reserves**

Debt Service Fund reserves may only be used to finance debt service payments for principal, interest, and agent fees. The projected beginning balance for the Debt Service Fund for 2015-16 is \$93,666. The 2015-16 Proposed Budget is based upon using \$7,759 in Debt Service Fund reserves to finance debt service payments. The use of reserves will decrease the Debt Service Fund balance to \$85,907. The Debt Service property tax rate will be increased gradually to insure that current property tax revenue is sufficient to finance actual principal and interest.

**GENERAL FUND AND DEBT SERVICE FUND  
REVENUES BY SOURCE  
AUGUST 2015**

| <u>Account Description</u>      | <u>Actual<br/>12 Months<br/>2013-14</u> | <u>Budgeted<br/>2014-15</u> | <u>Actual<br/>6 Months<br/>2014-15</u> | <u>Estimated<br/>2014-15</u> | <u>Variance<br/>Over(Under)<br/>Budget<br/>2014-15</u> | <u>Projected<br/>2015-16</u> | <u>Variance<br/>Over(Under)<br/>Estimated<br/>2014-15</u> |
|---------------------------------|---|-----------------------------|--|------------------------------|--|------------------------------|---|
| Current Ad Valorem Taxes        | 9,981,789                               | 10,362,527                  | 9,650,291                              | 10,225,000                   | (137,527)  | 10,690,723                   | 465,723   |
| Current Penalty and Interest    | 31,594                                  | 20,000                      | 15,511                                 | 32,000                       | 12,000   | 25,000                       | (7,000)   |
| Delinquent Ad Valorem Taxes     | 36,055                                  | 35,000                      | 28,499                                 | 43,000                       | 8,000  | 35,000                       | (8,000)   |
| Delinquent Penalty and Interest | 15,343                                  | 10,000                      | 11,140                                 | 16,500                       | 6,500  | 10,000                       | (6,500)   |
| <b>AD VALOREM TAXES</b>         | <b>10,064,782</b>                       | <b>10,427,527</b>           | <b>9,705,441</b>                       | <b>10,316,500</b>            | <b>(111,027)</b>                                       | <b>10,760,723</b>            | <b>444,223</b>  |
| Electrical Franchise Tax        | 830,655                                 | 835,000                     | 816,498                                | 823,000                      | (12,000)   | 830,000                      | 7,000   |
| Natural Gas Franchise Tax       | 79,323                                  | 70,000                      | 32,138                                 | 78,000                       | 8,000  | 78,000                       | 0   |
| Telephone Franchise Tax         | 108,343                                 | 165,000                     | 145,379                                | 185,000                      | 20,000   | 185,000                      | 0   |
| Sanitation Franchise Tax        | 306,087                                 | 275,000                     | 127,474                                | 300,000                      | 25,000   | 300,000                      | 0   |
| Cable Television Franchise Tax  | 272,196                                 | 210,000                     | 76,278                                 | 210,000                      | 0  | 210,000                      | 0   |
| <b>FRANCHISE TAXES</b>          | <b>1,596,603</b>                        | <b>1,555,000</b>            | <b>1,197,767</b>                       | <b>1,596,000</b>             | <b>41,000</b>  | <b>1,603,000</b>             | <b>7,000</b>  |
| City Sales Tax                  | 2,287,343                               | 1,800,000                   | 767,741                                | 2,000,000                    | 200,000  | 1,900,000                    | (100,000)   |
| Mixed Drinks Tax                | 3,913                                   | 4,000                       | 2,210                                  | 4,000                        | 0  | 4,000                        | 0   |
| Sales Tax Collected             | (29)                                    | 0                           | 61                                     | 120                          | 120  | 120                          | 0   |
| Other Taxes                     | 0                                       | 0                           | 0                                      | 0                            | 0  | 0                            | 0   |
| Bingo Tax                       | 0                                       | 0                           | 0                                      | 0                            | 0  | 0                            | 0   |
| <b>OTHER TAXES</b>              | <b>2,291,227</b>                        | <b>1,804,000</b>            | <b>770,013</b>                         | <b>2,004,120</b>             | <b>200,120</b>   | <b>1,904,120</b>             | <b>(100,000)</b>  |
| <b>TOTAL TAXES</b>              | <b>13,952,611</b>                       | <b>13,786,527</b>           | <b>11,673,221</b>                      | <b>13,916,620</b>            | <b>130,093</b>   | <b>14,267,843</b>            | <b>351,223</b>  |
| Dog Licenses                    | 390                                     | 400                         | 260                                    | 425                          | 25   | 425                          | 0   |
| Electrical Licenses             | 2,186                                   | 2,250                       | 1,965                                  | 8,200                        | 5,950  | 8,200                        | 0   |
| Plumbing Licenses               | 7,722                                   | 10,350                      | 8,912                                  | 10,350                       | 0  | 10,350                       | 0   |
| Miscellaneous Licenses          | 24,815                                  | 27,000                      | 13,470                                 | 25,000                       | (2,000)  | 25,000                       | 0   |
| <b>TOTAL LICENSES</b>           | <b>35,113</b>                           | <b>40,000</b>               | <b>24,607</b>                          | <b>43,975</b>                | <b>3,975</b>   | <b>43,975</b>                | <b>0</b>  |

**GENERAL FUND AND DEBT SERVICE FUND  
REVENUES BY SOURCE  
AUGUST 2015**

| <u>Account Description</u>                      | <u>Actual<br/>12 Months<br/>2013-14</u> | <u>Budgeted<br/>2014-15</u> | <u>Actual<br/>6 Months<br/>2014-15</u> | <u>Estimated<br/>2014-15</u> | <u>Variance<br/>Over(Under)<br/>Budget<br/>2014-15</u> | <u>Projected<br/>2015-16</u> | <u>Variance<br/>Over(Under)<br/>Estimated<br/>2014-15</u> |
|---|---|-----------------------------|--|------------------------------|--|------------------------------|---|
| Building Permits                                | 136,540                                 | 200,000                     | 131,351                                | 245,000                      | 45,000   | 245,000                      | 0   |
| Alarm Permits                                   | 27,600                                  | 30,500                      | 11,280                                 | 22,000                       | (8,500)  | 22,000                       | 0   |
| Fire Code Permits                               | 365                                     | 400                         | 320                                    | 400                          | 0  | 400                          | 0   |
| Electrical Permits                              | 11,467                                  | 12,000                      | 9,964                                  | 12,000                       | 0  | 12,000                       | 0   |
| Plumbing Permits                                | 14,862                                  | 18,000                      | 8,147                                  | 15,000                       | (3,000)  | 15,000                       | 0   |
| Zoning Filing Fees                              | 2,775                                   | 2,500                       | 750                                    | 750                          | (1,750)  | 750                          | 0   |
| Subdivision Filing Fees                         | 2,536                                   | 2,500                       | 1,302                                  | 2,000                        | (500)  | 2,000                        | 0   |
| Development Inspect Fees                        | 75,003                                  | 100                         | 16,987                                 | 17,100                       | 17,000   | 100                          | (17,000)  |
| Other Permits and Filing Fees                   | 10,094                                  | 12,000                      | 4,447                                  | 10,000                       | (2,000)  | 10,000                       | 0   |
| <b>PERMITS &amp; FILING FEES</b>                | <b>281,242</b>                          | <b>278,000</b>              | <b>184,548</b>                         | <b>324,250</b>               | <b>46,250</b>  | <b>307,250</b>               | <b>(17,000)</b>   |
| <b>LICENSES, PERMITS, &amp; FILING<br/>FEES</b> | <b>316,355</b>                          | <b>318,000</b>              | <b>209,155</b>                         | <b>368,225</b>               | <b>50,225</b>  | <b>351,225</b>               | <b>(17,000)</b>   |
| Municipal Court Fines                           | 370,550                                 | 345,000                     | 222,419                                | 375,000                      | 30,000   | 375,000                      | 0   |
| Warrant Fees                                    | 24,680                                  | 16,500                      | 23,870                                 | 25,000                       | 8,500  | 25,000                       | 0   |
| Defensive Driving School                        | 6,574                                   | 7,000                       | 3,565                                  | 7,000                        | 0  | 7,000                        | 0   |
| Ticket Dismissal Fees                           | 9,680                                   | 7,200                       | 6,470                                  | 9,000                        | 1,800  | 9,000                        | 0   |
| Arrest Fees                                     | 25,364                                  | 26,000                      | 16,020                                 | 26,000                       | 0  | 26,000                       | 0   |
| Special Expense Fees                            | 214,518                                 | 215,000                     | 130,785                                | 215,000                      | 0  | 215,000                      | 0   |
| Restitution Fees - City                         | 10,913                                  | 15,000                      | 37,986                                 | 50,000                       | 35,000   | 15,000                       | (35,000)  |
| Other Fines and Forfeitures                     | 13,198                                  | 15,000                      | 10,168                                 | 15,250                       | 250  | 15,250                       | 0   |
| <b>FINES AND FORFEITURES</b>                    | <b>675,477</b>                          | <b>646,700</b>              | <b>451,281</b>                         | <b>722,250</b>               | <b>75,550</b>  | <b>687,250</b>               | <b>(35,000)</b>   |
| Interest on Investments                         | 35,818                                  | 40,000                      | 6,763                                  | 12,000                       | (28,000)   | 15,000                       | 3,000   |
| Building Rentals                                | 300                                     | 200                         | 150                                    | 250                          | 50   | 250                          | 0   |
| Gas Well Permits                                | 34,500                                  | 35,000                      | 3,750                                  | 35,000                       | 0  | 35,000                       | 0   |
| Misc. Revenue Money and Property                | 39,458                                  | 10,000                      | 6,616                                  | 15,000                       | 5,000  | 10,000                       | (5,000)   |
| <b>USE OF MONEY &amp; PROPERTY</b>              | <b>110,076</b>                          | <b>85,200</b>               | <b>17,279</b>                          | <b>62,250</b>                | <b>(22,950)</b>  | <b>60,250</b>                | <b>(2,000)</b>  |

**GENERAL FUND AND DEBT SERVICE FUND  
REVENUES BY SOURCE  
AUGUST 2015**

| <u>Account Description</u>          | <u>Actual<br/>12 Months<br/>2013-14</u> | <u>Budgeted<br/>2014-15</u> | <u>Actual<br/>6 Months<br/>2014-15</u> | <u>Estimated<br/>2014-15</u> | <u>Variance<br/>Over(Under)<br/>Budget<br/>2014-15</u> | <u>Projected<br/>2015-16</u> | <u>Variance<br/>Over(Under)<br/>Estimated<br/>2014-15</u> |
|-------------------------------------|---|-----------------------------|--|------------------------------|--|------------------------------|---|
| Fire Service Contract               | 205,445                                 | 225,000                     | 125,046                                | 225,000                      | 0  | 225,000                      | 0   |
| Misc. Revenue from Other Agencies   | 177,253                                 | 125,000                     | 119,692                                | 175,000                      | 50,000   | 200,000                      | 25,000  |
| Other Agency Revenue                | 43,500                                  | 25,000                      | 0                                      | 1,500                        | (23,500)   | 1,500                        | 0   |
| <b>REVENUE FR. OTHER</b>            | <b>426,198</b>                          | <b>375,000</b>              | <b>244,738</b>                         | <b>401,500</b>               | <b>26,500</b>  | <b>426,500</b>               | <b>25,000</b>   |
| <b>AGENCIES</b>                     |   |                             |  |                              |  |                              |   |
| Dog Pound Fees                      | 2,950                                   | 3,000                       | 805                                    | 2,750                        | (250)  | 2,750                        | 0   |
| Lot Cleaning/Mowing Fees            | 4,071                                   | 4,500                       | 1,808                                  | 4,000                        | (500)  | 4,000                        | 0   |
| Ambulance Fees                      | 689,581                                 | 680,000                     | 350,940                                | 690,000                      | 10,000   | 700,000                      | 10,000  |
| Street Cut Charges                  | 56,088                                  | 45,000                      | 73,597                                 | 110,000                      | 65,000   | 75,000                       | (35,000)  |
| Misc. Service Charges               | 0                                       | 0                           | 0                                      | 0                            | 0  | 0                            | 0   |
| <b>CITIZEN SERVICES</b>             | <b>752,691</b>                          | <b>732,500</b>              | <b>427,149</b>                         | <b>806,750</b>               | <b>74,250</b>  | <b>781,750</b>               | <b>(25,000)</b>   |
| Park Lease Fees                     | 17,745                                  | 17,000                      | 7,120                                  | 15,000                       | (2,000)  | 17,000                       | 2,000   |
| Park Usage Fees                     | 39,571                                  | 38,500                      | 24,952                                 | 26,000                       | (12,500)   | 38,500                       | 12,500  |
| <b>RECREATION SERVICES</b>          | <b>57,316</b>                           | <b>55,500</b>               | <b>32,072</b>                          | <b>41,000</b>                | <b>(14,500)</b>  | <b>55,500</b>                | <b>14,500</b>   |
| Tax Certificates                    | 5,070                                   | 5,000                       | 2,679                                  | 3,000                        | (2,000)  | 3,000                        | 0   |
| Maps, Copies, and Publications      | (97)                                    | 0                           | 132                                    | 225                          | 225  | 225                          | 0   |
| Trash Bags                          | 4,804                                   | 0                           | 3,575                                  | 0                            | 0  | 0                            | 0   |
| Salvage                             | 802                                     | 500                         | 1,177                                  | 1,325                        | 825  | 2,000                        | 675   |
| Equipment                           | 0                                       | 500                         | 0                                      | 0                            | (500)  | 0                            | 0   |
| Cemetery Lots                       | 500                                     | 0                           | 50                                     | 100                          | 100  | 0                            | (100)   |
| Vehicles                            | 0                                       | 5,000                       | 0                                      | 5,000                        | 0  | 5,000                        | 0   |
| Misc. Sale of Goods                 | 2,405                                   | 2,500                       | 1,303                                  | 2,500                        | 0  | 2,500                        | 0   |
| <b>SALE OF GOODS</b>                | <b>13,485</b>                           | <b>13,500</b>               | <b>8,916</b>                           | <b>12,150</b>                | <b>(1,350)</b>   | <b>12,725</b>                | <b>575</b>  |
| <b>CHARGES FOR CURRENT SERVICES</b> | <b>823,492</b>                          | <b>801,500</b>              | <b>468,137</b>                         | <b>859,900</b>               | <b>58,400</b>  | <b>849,975</b>               | <b>(9,925)</b>  |

GENERAL FUND AND DEBT SERVICE FUND  
REVENUES BY SOURCE  
AUGUST 2015

| <u>Account Description</u>          | Actual                   | Budgeted                 | Actual                   | Estimated                | Variance                         | Projected                | Variance                            |
|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------------------|--------------------------|-------------------------------------|
|                                     | 12 Months<br>2013-14     | 2014-15                  | 6 Months<br>2014-15      | 2014-15                  | Over(Under)<br>Budget<br>2014-15 | 2015-16                  | Over(Under)<br>Estimated<br>2014-15 |
| Insurance Refunds - Retiree         | 755                      | 0                        | 845                      | 0                        | 0                                | 0                        | 0                                   |
| Insurance Refunds                   | 10,161                   | 12,000                   | 37,878                   | 70,000                   | 58,000                           | 12,000                   | (58,000)                            |
| Credit Card Fee                     | 2,767                    | 3,000                    | 2,218                    | 2,500                    | (500)                            | 3,000                    | 500                                 |
| Miscellaneous Revenue               | 58,845                   | 10,000                   | 10,910                   | 5,000                    | (5,000)                          | 5,000                    | 0                                   |
| <b>OTHER REVENUE</b>                | <b>72,528</b>            | <b>25,000</b>            | <b>51,851</b>            | <b>77,500</b>            | <b>52,500</b>                    | <b>20,000</b>            | <b>(57,500)</b>                     |
| <b>TRANSFERS -IN</b>                | <b>0</b>                 | <b>0</b>                 | <b>0</b>                 | <b>0</b>                 | <b>0</b>                         | <b>0</b>                 | <b>0</b>                            |
| <b>TOTAL REVENUES AND TRANSFERS</b> | <b><u>16,376,736</u></b> | <b><u>16,037,927</u></b> | <b><u>13,115,663</u></b> | <b><u>16,408,245</u></b> | <b><u>370,318</u></b>            | <b><u>16,663,043</u></b> | <b><u>254,798</u></b>               |
| <b>DEBT SERVICE FUND</b>            |                          |                          |                          |                          |                                  |                          |                                     |
| Current Ad Valorem Taxes            | 234,739                  | 325,098                  | 299,210                  | 325,100                  | 2                                | 422,558                  | 97,458                              |
| Current Penalty and Interest        | 1,972                    | 500                      | 528                      | 1,000                    | 500                              | 1,000                    | 0                                   |
| Delinquent Ad Valorem Taxes         | 1,090                    | 1,000                    | 4,397                    | 5,000                    | 4,000                            | 2,500                    | (2,500)                             |
| Delinquent Penalty and Interest     | 2,253                    | 300                      | 350                      | 500                      | 200                              | 500                      | 0                                   |
| <b>AD VALOREM TAXES</b>             | <b>240,054</b>           | <b>326,898</b>           | <b>304,484</b>           | <b>331,600</b>           | <b>4,702</b>                     | <b>426,558</b>           | <b>94,958</b>                       |
| Interest on Investments             | 0                        | 0                        | 0                        | 0                        | 0                                | 0                        | 0                                   |
| <b>USE OF MONEY &amp; PROPERTY</b>  | <b>0</b>                 | <b>0</b>                 | <b>0</b>                 | <b>0</b>                 | <b>0</b>                         | <b>0</b>                 | <b>0</b>                            |
| Transfers                           | 960,316                  | 505,837                  | 0                        | 505,837                  | 0                                | 502,631                  | (3,206)                             |
| Issuance of Refunding Debt          | 2,576,226                | 0                        | 0                        | 0                        | 0                                | 0                        | 0                                   |
| <b>Other Revenue</b>                | <b>3,536,542</b>         | <b>505,837</b>           | <b>0</b>                 | <b>505,837</b>           | <b>0</b>                         | <b>502,631</b>           | <b>(3,206)</b>                      |
| <b>TOTAL REVENUES</b>               | <b>3,776,596</b>         | <b>832,735</b>           | <b>304,484</b>           | <b>837,437</b>           | <b>4,702</b>                     | <b>929,189</b>           | <b>91,752</b>                       |
| <b>TOTAL REVENUES AND TRANSFERS</b> | <b><u>20,153,332</u></b> | <b><u>16,870,662</u></b> | <b><u>13,420,147</u></b> | <b><u>17,245,682</u></b> | <b><u>375,020</u></b>            | <b><u>17,592,232</u></b> | <b><u>346,550</u></b>               |

# **SECTION FOUR EXPENDITURES**

## **SECTION FOUR EXPENDITURES**

A table is provided to summarize expenditures for the General Fund and Debt Service Fund. Expenditures are summarized for each Activity at five different levels: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. Expenditure data is provided on an actual basis for 2013-14; on an amended budget, six month actual, and twelve month estimate basis for 2014-15; on a base budget, decision package, department request (base budget plus decision packages total), and City Manager proposed for 2015-16. The chart also summarizes the changes made by the City Manager to the department requests.

### **GENERAL FUND**

Department Requests for the 2015-16 Proposed Budget total \$17,493,993. Base Budget requests total \$16,096,357 and Decision Packages totaled \$1,397,636. The City Manager reviewed the Department Requests and made adjustments in funding levels. The City Manager's revisions resulted in a net decrease of \$1,029 in funds and a revised total for the General Fund of \$17,492,964. The Proposed Budget includes two transfers from General Fund reserves: \$550,000 to the Capital Projects Fund Animal Shelter Account and \$250,000 to the Capital Asset Replacement Account.

### **DEBT SERVICE FUND**

Debt Service expenditures for 2015-16 are \$936,948 or \$32,127 under the 2014-15 estimate of \$969,075. Costs for the certificates of obligation issued in 2005, 2012, and 2014 for the TIF Fund are not included as expenditures in the Debt Service Fund; these expenses are included in the TIF Fund. Certificates of obligation issued in 2007 for drainage projects are included in the Storm Water Utility Fund.

Included in the 2015-16 payments are bonds for the capital improvement projects approved by voters, general obligation bonds sold in 2002 and re-financed in 2011, general obligation bonds sold in 2004 and re-financed in 2012, general obligation bonds refinanced in 2013, and agent fees for the City's bond consultant. Interest expenses decrease by \$33,866 in 2015-16 due to an adjustment of the interest rate for bonds; this increase is included in the Proposed Budget.

### **Changes to Department Requests by City Manager**

A table is included that lists the changes made by the City Manager to the Department Requests. This table is provided after the Expenditure Summary. These changes are also summarized on the Activity Summaries provided for each activity.

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                  | ACTUAL           | BUDGET           | 6 MONTHS       | 12 MONTHS        | BUDGET          | BASE             | DECISION | DEPT.            | CITY             | CHANGES       |
|---------------------------|------------------|------------------|----------------|------------------|-----------------|------------------|----------|------------------|------------------|---------------|
|                           | 2013-14          | 2014-15          | 2014-15        | ESTIMATE         | VERSUS          | BUDGET           | PKGS.    | REQUEST          | MANAGER          | FROM REQUEST  |
|                           |                  |                  |                | 2014-15          | ESTIMATE        | 2015-16          | 2015-16  | 2015-16          | 2015-16          | 2015-16       |
| <b>GENERAL GOVERNMENT</b> |                  |                  |                |                  |                 |                  |          |                  |                  |               |
| <b>City Council</b>       |                  |                  |                |                  |                 |                  |          |                  |                  |               |
| Personal Services         | 8,664            | 9,047            | 3,933          | 8,928            | (119)           | 9,128            | 0        | 9,128            | 9,128            | 0             |
| Supplies & Materials      | 42               | 300              | 246            | 300              | 0               | 300              | 0        | 300              | 300              | 0             |
| Contractual Services      | 12,007           | 10,350           | 4,591          | 10,350           | 0               | 10,350           | 0        | 10,350           | 10,350           | 0             |
| Repair & Maintenance      | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| Capital Outlay            | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| <b>Total</b>              | <b>20,713</b>    | <b>19,697</b>    | <b>8,771</b>   | <b>19,578</b>    | <b>(119)</b>    | <b>19,778</b>    | <b>0</b> | <b>19,778</b>    | <b>19,778</b>    | <b>0</b>      |
| <b>City Manager</b>       |                  |                  |                |                  |                 |                  |          |                  |                  |               |
| Personal Services         | 387,782          | 404,519          | 189,854        | 383,282          | (21,237)        | 371,953          | 0        | 371,953          | 381,238          | 9,285         |
| Supplies & Materials      | 7                | 300              | 0              | 300              | 0               | 300              | 0        | 300              | 300              | 0             |
| Contractual Services      | 12,297           | 10,075           | 4,551          | 9,850            | (225)           | 9,850            | 0        | 9,850            | 9,850            | 0             |
| Repair & Maintenance      | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| Capital Outlay            | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| <b>Total</b>              | <b>400,086</b>   | <b>414,894</b>   | <b>194,405</b> | <b>393,432</b>   | <b>(21,462)</b> | <b>382,103</b>   | <b>0</b> | <b>382,103</b>   | <b>391,388</b>   | <b>9,285</b>  |
| <b>City Secretary</b>     |                  |                  |                |                  |                 |                  |          |                  |                  |               |
| Personal Services         | 317,414          | 340,915          | 160,239        | 335,915          | (5,000)         | 344,176          | 0        | 344,176          | 351,781          | 7,605         |
| Supplies & Materials      | 924              | 1,300            | 846            | 1,300            | 0               | 1,600            | 0        | 1,600            | 1,600            | 0             |
| Contractual Services      | 37,200           | 66,815           | 10,109         | 59,015           | (7,800)         | 67,515           | 0        | 67,515           | 67,515           | 0             |
| Repair & Maintenance      | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| Capital Outlay            | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| <b>Total</b>              | <b>355,538</b>   | <b>409,030</b>   | <b>171,194</b> | <b>396,230</b>   | <b>(12,800)</b> | <b>413,291</b>   | <b>0</b> | <b>413,291</b>   | <b>420,896</b>   | <b>7,605</b>  |
| <b>Non-Departmental</b>   |                  |                  |                |                  |                 |                  |          |                  |                  |               |
| Personal Services         | 21,936           | 16,795           | 10,712         | 22,045           | 5,250           | 22,045           | 0        | 22,045           | 22,045           | 0             |
| Supplies & Materials      | 25,172           | 24,000           | 14,422         | 26,225           | 2,225           | 25,750           | 0        | 25,750           | 25,750           | 0             |
| Contractual Services      | 1,110,632        | 1,027,952        | 192,775        | 1,026,346        | (1,606)         | 1,045,375        | 0        | 1,045,375        | 1,061,719        | 16,344        |
| Repair & Maintenance      | 1,399            | 1,600            | 2,435          | 1,548            | (52)            | 1,000            | 0        | 1,000            | 1,000            | 0             |
| Capital Outlay            | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| <b>Total</b>              | <b>1,159,139</b> | <b>1,070,347</b> | <b>220,344</b> | <b>1,076,164</b> | <b>5,817</b>    | <b>1,094,170</b> | <b>0</b> | <b>1,094,170</b> | <b>1,110,514</b> | <b>16,344</b> |
| <b>GENERAL GOVERNMENT</b> |                  |                  |                |                  |                 |                  |          |                  |                  |               |
| Personal Services         | 735,796          | 771,276          | 364,738        | 750,170          | (21,106)        | 747,302          | 0        | 747,302          | 764,192          | 16,890        |
| Supplies & Materials      | 26,145           | 25,900           | 15,514         | 28,125           | 2,225           | 27,950           | 0        | 27,950           | 27,950           | 0             |
| Contractual Services      | 1,172,136        | 1,115,192        | 212,026        | 1,105,561        | (9,631)         | 1,133,090        | 0        | 1,133,090        | 1,149,434        | 16,344        |
| Repair & Maintenance      | 1,399            | 1,600            | 2,435          | 1,548            | (52)            | 1,000            | 0        | 1,000            | 1,000            | 0             |
| Capital Outlay            | 0                | 0                | 0              | 0                | 0               | 0                | 0        | 0                | 0                | 0             |
| <b>Total</b>              | <b>1,935,476</b> | <b>1,913,968</b> | <b>594,713</b> | <b>1,885,404</b> | <b>(28,564)</b> | <b>1,909,342</b> | <b>0</b> | <b>1,909,342</b> | <b>1,942,576</b> | <b>33,234</b> |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                      | ACTUAL         | BUDGET         | 6 MONTHS       | 12 MONTHS      | BUDGET          | BASE           | DECISION       | DEPT.            | CITY             | CHANGES         |
|-------------------------------|----------------|----------------|----------------|----------------|-----------------|----------------|----------------|------------------|------------------|-----------------|
|                               | 2013-14        | 2014-15        | 2014-15        | ESTIMATE       | VERSUS          | BUDGET         | PKGS.          | REQUEST          | MANAGER          | FROM REQUEST    |
|                               | 2013-14        | 2014-15        | 2014-15        | 2014-15        | ESTIMATE        | 2015-16        | 2015-16        | 2015-16          | 2015-16          | 2015-16         |
| <b>STAFF SERVICES</b>         |                |                |                |                |                 |                |                |                  |                  |                 |
| <b>Finance</b>                |                |                |                |                |                 |                |                |                  |                  |                 |
| Personal Services             | 378,467        | 372,757        | 172,900        | 360,055        | (12,702)        | 375,252        | 0              | 375,252          | 384,656          | 9,404           |
| Supplies & Materials          | 1,473          | 2,000          | 356            | 2,000          | 0               | 2,000          | 0              | 2,000            | 2,000            | 0               |
| Contractual Services          | 113,148        | 111,420        | 84,509         | 115,420        | 4,000           | 120,170        | 0              | 120,170          | 120,170          | 0               |
| Repair & Maintenance          | 0              | 0              | 0              | 0              | 0               | 0              | 0              | 0                | 0                | 0               |
| Capital Outlay                | 0              | 0              | 0              | 0              | 0               | 0              | 0              | 0                | 0                | 0               |
| <b>Total</b>                  | <b>493,088</b> | <b>486,177</b> | <b>257,765</b> | <b>477,475</b> | <b>(8,702)</b>  | <b>497,422</b> | <b>0</b>       | <b>497,422</b>   | <b>506,826</b>   | <b>9,404</b>    |
| <b>Information Technology</b> |                |                |                |                |                 |                |                |                  |                  |                 |
| Personal Services             | 172,457        | 177,767        | 82,764         | 175,767        | (2,000)         | 178,587        | 0              | 178,587          | 182,163          | 3,576           |
| Supplies & Materials          | 166,399        | 227,268        | 147,923        | 219,100        | (8,168)         | 175,511        | 78,735         | 254,246          | 205,611          | (48,635)        |
| Contractual Services          | 29,911         | 37,800         | 11,124         | 33,350         | (4,450)         | 37,550         | 15,000         | 52,550           | 34,850           | (17,700)        |
| Repair & Maintenance          | 16,329         | 15,000         | 7,632          | 15,264         | 264             | 15,500         | 0              | 15,500           | 15,500           | 0               |
| Capital Outlay                | 0              | 0              | 0              | 0              | 0               | 0              | 24,500         | 24,500           | 24,500           | 0               |
| <b>Total</b>                  | <b>385,097</b> | <b>457,835</b> | <b>249,444</b> | <b>443,481</b> | <b>(14,354)</b> | <b>407,148</b> | <b>118,235</b> | <b>525,383</b>   | <b>462,624</b>   | <b>(62,759)</b> |
| <b>Personnel</b>              |                |                |                |                |                 |                |                |                  |                  |                 |
| Personal Services             | 0              | 0              | 0              | 0              | 0               | 0              | 0              | 0                | 0                | 0               |
| Supplies & Materials          | 561            | 700            | 410            | 700            | 0               | 800            | 2,800          | 3,600            | 3,400            | (200)           |
| Contractual Services          | 43,698         | 40,950         | 28,231         | 48,450         | 7,500           | 47,150         | 0              | 47,150           | 45,900           | (1,250)         |
| Repair & Maintenance          | 0              | 0              | 0              | 0              | 0               | 0              | 0              | 0                | 0                | 0               |
| Capital Outlay                | 0              | 0              | 0              | 0              | 0               | 0              | 0              | 0                | 0                | 0               |
| <b>Total</b>                  | <b>44,258</b>  | <b>41,650</b>  | <b>28,640</b>  | <b>49,150</b>  | <b>7,500</b>    | <b>47,950</b>  | <b>2,800</b>   | <b>50,750</b>    | <b>49,300</b>    | <b>(1,450)</b>  |
| <b>STAFF SERVICES</b>         |                |                |                |                |                 |                |                |                  |                  |                 |
| Personal Services             | 550,924        | 550,524        | 255,664        | 535,822        | (14,702)        | 553,839        | 0              | 553,839          | 566,819          | 12,980          |
| Supplies & Materials          | 168,433        | 229,968        | 148,689        | 221,800        | (8,168)         | 178,311        | 81,535         | 259,846          | 211,011          | (48,835)        |
| Contractual Services          | 186,757        | 190,170        | 123,864        | 197,220        | 7,050           | 204,870        | 15,000         | 219,870          | 200,920          | (18,950)        |
| Repair & Maintenance          | 16,329         | 15,000         | 7,632          | 15,264         | 264             | 15,500         | 0              | 15,500           | 15,500           | 0               |
| Capital Outlay                | 0              | 0              | 0              | 0              | 0               | 0              | 24,500         | 24,500           | 24,500           | 0               |
| <b>Total</b>                  | <b>922,443</b> | <b>985,662</b> | <b>535,849</b> | <b>970,106</b> | <b>(15,556)</b> | <b>952,520</b> | <b>121,035</b> | <b>1,073,555</b> | <b>1,018,750</b> | <b>(54,805)</b> |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                          | ACTUAL           | BUDGET           | 6 MONTHS         | 12 MONTHS        | BUDGET           | BASE             | DECISION      | DEPT.            | CITY             | CHANGES       |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|---------------|------------------|------------------|---------------|
|                                   | 2013-14          | 2014-15          | 2014-15          | ESTIMATE         | VERSUS           | BUDGET           | PKGS.         | REQUEST          | MANAGER          | FROM REQUEST  |
|                                   | 2013-14          | 2014-15          | 2014-15          | 2014-15          | ESTIMATE         | 2015-16          | 2015-16       | 2015-16          | 2015-16          | 2015-16       |
| <b>PUBLIC SAFETY</b>              |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| <b>Police Management Services</b> |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services                 | 293,595          | 301,953          | 144,282          | 298,952          | (3,001)          | 308,337          | 0             | 308,337          | 316,110          | 7,773         |
| Supplies & Materials              | 492              | 500              | 114              | 500              | 0                | 500              | 0             | 500              | 500              | 0             |
| Contractual Services              | 7,736            | 7,700            | 3,723            | 7,525            | (175)            | 7,700            | 0             | 7,700            | 7,525            | (175)         |
| Repair & Maintenance              | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| Capital Outlay                    | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| <b>Total</b>                      | <b>301,823</b>   | <b>310,153</b>   | <b>148,119</b>   | <b>306,977</b>   | <b>(3,176)</b>   | <b>316,537</b>   | <b>0</b>      | <b>316,537</b>   | <b>324,135</b>   | <b>7,598</b>  |
| <b>Communications Records</b>     |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services                 | 687,104          | 825,078          | 361,199          | 740,214          | (84,864)         | 690,336          | 69,215        | 759,551          | 768,617          | 9,066         |
| Supplies & Materials              | 6,386            | 7,900            | 3,957            | 7,900            | 0                | 7,900            | 0             | 7,900            | 7,900            | 0             |
| Contractual Services              | 53,166           | 54,367           | 25,008           | 54,340           | (27)             | 58,840           | 0             | 58,840           | 56,340           | (2,500)       |
| Repair & Maintenance              | 7,119            | 3,200            | 0                | 3,200            | 0                | 3,200            | 3,500         | 6,700            | 2,700            | (4,000)       |
| Capital Outlay                    | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| <b>Total</b>                      | <b>753,775</b>   | <b>890,545</b>   | <b>390,163</b>   | <b>805,654</b>   | <b>(84,891)</b>  | <b>760,276</b>   | <b>72,715</b> | <b>832,991</b>   | <b>835,557</b>   | <b>2,566</b>  |
| <b>Patrol</b>                     |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services                 | 3,199,883        | 3,467,321        | 1,656,504        | 3,413,271        | (54,050)         | 3,396,443        | 0             | 3,396,443        | 3,463,890        | 67,447        |
| Supplies & Materials              | 147,687          | 159,800          | 37,791           | 112,800          | (47,000)         | 152,870          | 6,000         | 158,870          | 152,070          | (6,800)       |
| Contractual Services              | 17,785           | 18,100           | 8,661            | 21,850           | 3,750            | 19,200           | 0             | 19,200           | 18,850           | (350)         |
| Repair & Maintenance              | 57,476           | 33,884           | 15,413           | 37,000           | 3,116            | 42,500           | 0             | 42,500           | 38,500           | (4,000)       |
| Capital Outlay                    | 150,378          | 150,233          | 123,380          | 123,380          | (26,853)         | 185,000          | 0             | 185,000          | 185,000          | 0             |
| <b>Total</b>                      | <b>3,573,209</b> | <b>3,829,338</b> | <b>1,841,749</b> | <b>3,708,301</b> | <b>(121,037)</b> | <b>3,796,013</b> | <b>6,000</b>  | <b>3,802,013</b> | <b>3,858,310</b> | <b>56,297</b> |
| <b>Criminal Investigation</b>     |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services                 | 628,262          | 704,660          | 280,678          | 623,546          | (81,114)         | 965,369          | 0             | 965,369          | 978,737          | 13,368        |
| Supplies & Materials              | 12,076           | 17,850           | 4,314            | 11,300           | (6,550)          | 11,900           | 5,700         | 17,600           | 11,900           | (5,700)       |
| Contractual Services              | 19,105           | 15,900           | 9,035            | 24,200           | 8,300            | 19,850           | 0             | 19,850           | 18,200           | (1,650)       |
| Repair & Maintenance              | 4,737            | 4,200            | 2,770            | 5,700            | 1,500            | 4,200            | 0             | 4,200            | 4,200            | 0             |
| Capital Outlay                    | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| <b>Total</b>                      | <b>664,181</b>   | <b>742,610</b>   | <b>296,798</b>   | <b>664,746</b>   | <b>(77,864)</b>  | <b>1,001,319</b> | <b>5,700</b>  | <b>1,007,019</b> | <b>1,013,037</b> | <b>6,018</b>  |
| <b>Crime Prevention</b>           |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services                 | 123,744          | 108,817          | 51,957           | 108,977          | 160              | 109,716          | 0             | 109,716          | 112,140          | 2,424         |
| Supplies & Materials              | (2,133)          | 700              | 196              | 700              | 0                | 700              | 0             | 700              | 700              | 0             |
| Contractual Services              | 233              | 950              | 35               | 950              | 0                | 950              | 0             | 950              | 950              | 0             |
| Repair & Maintenance              | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| Capital Outlay                    | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| <b>Total</b>                      | <b>121,844</b>   | <b>110,467</b>   | <b>52,189</b>    | <b>110,627</b>   | <b>160</b>       | <b>111,366</b>   | <b>0</b>      | <b>111,366</b>   | <b>113,790</b>   | <b>2,424</b>  |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY              | ACTUAL           | BUDGET           | 6 MONTHS         | 12 MONTHS        | BUDGET           | BASE             | DECISION      | DEPT.            | CITY             | CHANGES       |
|-----------------------|------------------|------------------|------------------|------------------|------------------|------------------|---------------|------------------|------------------|---------------|
|                       | 2013-14          | 2014-15          | 2014-15          | ESTIMATE         | VERSUS           | BUDGET           | PKGS.         | REQUEST          | MANAGER          | FROM REQUEST  |
|                       | 2013-14          | 2014-15          | 2014-15          | 2014-15          | ESTIMATE         | 2015-16          | 2015-16       | 2015-16          | 2015-16          | 2015-16       |
| <b>School Safety</b>  |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services     | 26,357           | 28,873           | 13,961           | 28,873           | 0                | 28,873           | 0             | 28,873           | 28,873           | 0             |
| Supplies & Materials  | 0                | 200              | 0                | 200              | 0                | 200              | 0             | 200              | 200              | 0             |
| Contractual Services  | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| Repair & Maintenance  | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| Capital Outlay        | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| <b>Total</b>          | <b>26,357</b>    | <b>29,073</b>    | <b>13,961</b>    | <b>29,073</b>    | <b>0</b>         | <b>29,073</b>    | <b>0</b>      | <b>29,073</b>    | <b>29,073</b>    | <b>0</b>      |
| <b>Animal Control</b> |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services     | 83,817           | 100,277          | 44,836           | 98,264           | (2,013)          | 104,250          | 0             | 104,250          | 105,221          | 971           |
| Supplies & Materials  | 4,365            | 5,925            | 1,384            | 4,325            | (1,600)          | 4,925            | 0             | 4,925            | 4,925            | 0             |
| Contractual Services  | 6,357            | 7,275            | 2,652            | 6,775            | (500)            | 7,575            | 0             | 7,575            | 7,075            | (500)         |
| Repair & Maintenance  | 1,301            | 2,600            | 1,976            | 3,200            | 600              | 2,600            | 0             | 2,600            | 2,500            | (100)         |
| Capital Outlay        | 0                | 0                | 0                | 0                | 0                | 0                | 0             | 0                | 0                | 0             |
| <b>Total</b>          | <b>95,840</b>    | <b>116,077</b>   | <b>50,849</b>    | <b>112,564</b>   | <b>(3,513)</b>   | <b>119,350</b>   | <b>0</b>      | <b>119,350</b>   | <b>119,721</b>   | <b>371</b>    |
| <b>POLICE</b>         |                  |                  |                  |                  |                  |                  |               |                  |                  |               |
| Personal Services     | 5,042,762        | 5,536,979        | 2,553,417        | 5,312,097        | (224,882)        | 5,603,324        | 69,215        | 5,672,539        | 5,773,588        | 101,049       |
| Supplies & Materials  | 168,873          | 192,875          | 47,756           | 137,725          | (55,150)         | 178,995          | 11,700        | 190,695          | 178,195          | (12,500)      |
| Contractual Services  | 104,382          | 104,292          | 49,114           | 115,640          | 11,348           | 114,115          | 0             | 114,115          | 108,940          | (5,175)       |
| Repair & Maintenance  | 70,633           | 43,884           | 20,160           | 49,100           | 5,216            | 52,500           | 3,500         | 56,000           | 47,900           | (8,100)       |
| Capital Outlay        | 150,378          | 150,233          | 123,380          | 123,380          | (26,853)         | 185,000          | 0             | 185,000          | 185,000          | 0             |
| <b>Total</b>          | <b>5,537,029</b> | <b>6,028,263</b> | <b>2,793,827</b> | <b>5,737,942</b> | <b>(290,321)</b> | <b>6,133,934</b> | <b>84,415</b> | <b>6,218,349</b> | <b>6,293,623</b> | <b>75,274</b> |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY               | ACTUAL           | BUDGET           | 6 MONTHS         | 12 MONTHS        | BUDGET           | BASE             | DECISION       | DEPT.            | CITY             | CHANGES          |
|------------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|------------------|------------------|------------------|
|                        | 2013-14          | 2014-15          | 2014-15          | ESTIMATE         | VERSUS           | BUDGET           | PKGS.          | REQUEST          | MANAGER          | FROM REQUEST     |
|                        | 2013-14          | 2014-15          | 2014-15          | 2014-15          | ESTIMATE         | 2015-16          | 2015-16        | 2015-16          | 2015-16          | 2015-16          |
| <b>Fire Fighting</b>   |                  |                  |                  |                  |                  |                  |                |                  |                  |                  |
| Personal Services      | 2,083,570        | 2,384,528        | 1,065,070        | 2,277,407        | (107,121)        | 2,450,965        | 644,066        | 3,095,031        | 2,738,994        | (356,037)        |
| Supplies & Materials   | 88,619           | 84,000           | 59,705           | 81,255           | (2,745)          | 83,400           | 7,600          | 91,000           | 89,000           | (2,000)          |
| Contractual Services   | 56,878           | 58,350           | 24,042           | 56,700           | (1,650)          | 60,950           | 0              | 60,950           | 59,100           | (1,850)          |
| Repair & Maintenance   | 78,801           | 63,500           | 29,922           | 63,500           | 0                | 71,500           | 0              | 71,500           | 66,500           | (5,000)          |
| Capital Outlay         | 0                | 534,120          | 0                | 534,120          | 0                | 0                | 0              | 0                | 0                | 0                |
| <b>Total</b>           | <b>2,307,869</b> | <b>3,124,498</b> | <b>1,178,739</b> | <b>3,012,982</b> | <b>(111,516)</b> | <b>2,666,815</b> | <b>651,666</b> | <b>3,318,481</b> | <b>2,953,594</b> | <b>(364,887)</b> |
| <b>Ambulance</b>       |                  |                  |                  |                  |                  |                  |                |                  |                  |                  |
| Personal Services      | 0                | 0                | 0                | 0                | 0                | 0                | 0              | 0                | 0                | 0                |
| Supplies & Materials   | 62,340           | 81,500           | 46,436           | 79,500           | (2,000)          | 79,300           | 0              | 79,300           | 79,300           | 0                |
| Contractual Services   | 9,288            | 14,900           | 6,236            | 13,650           | (1,250)          | 14,150           | 0              | 14,150           | 13,700           | (450)            |
| Repair & Maintenance   | 19,912           | 21,500           | 10,639           | 21,500           | 0                | 21,500           | 0              | 21,500           | 21,500           | 0                |
| Capital Outlay         | 0                | 106,000          | 158,998          | 108,998          | 2,998            | 0                | 248,000        | 248,000          | 0                | (248,000)        |
| <b>Total</b>           | <b>91,539</b>    | <b>223,900</b>   | <b>222,309</b>   | <b>223,648</b>   | <b>(252)</b>     | <b>114,950</b>   | <b>248,000</b> | <b>362,950</b>   | <b>114,500</b>   | <b>(248,450)</b> |
| <b>FIRE</b>            |                  |                  |                  |                  |                  |                  |                |                  |                  |                  |
| Personal Services      | 2,083,570        | 2,384,528        | 1,065,070        | 2,277,407        | (107,121)        | 2,450,965        | 644,066        | 3,095,031        | 2,738,994        | (356,037)        |
| Supplies & Materials   | 150,959          | 165,500          | 106,141          | 160,755          | (4,745)          | 162,700          | 7,600          | 170,300          | 168,300          | (2,000)          |
| Contractual Services   | 66,166           | 73,250           | 30,278           | 70,350           | (2,900)          | 75,100           | 0              | 75,100           | 72,800           | (2,300)          |
| Repair & Maintenance   | 98,713           | 85,000           | 40,561           | 85,000           | 0                | 93,000           | 0              | 93,000           | 88,000           | (5,000)          |
| Capital Outlay         | 0                | 640,120          | 158,998          | 643,118          | 2,998            | 0                | 248,000        | 248,000          | 0                | (248,000)        |
| <b>Total</b>           | <b>2,399,408</b> | <b>3,348,398</b> | <b>1,401,048</b> | <b>3,236,630</b> | <b>(111,768)</b> | <b>2,781,765</b> | <b>899,666</b> | <b>3,681,431</b> | <b>3,068,094</b> | <b>(613,337)</b> |
| <b>Municipal Court</b> |                  |                  |                  |                  |                  |                  |                |                  |                  |                  |
| Personal Services      | 206,228          | 209,466          | 100,917          | 208,691          | (775)            | 187,027          | 0              | 187,027          | 189,940          | 2,913            |
| Supplies & Materials   | 1,655            | 1,200            | 555              | 1,200            | 0                | 1,200            | 0              | 1,200            | 1,200            | 0                |
| Contractual Services   | 2,273            | 3,500            | 1,144            | 4,090            | 590              | 4,400            | 0              | 4,400            | 4,400            | 0                |
| Repair & Maintenance   | 0                | 0                | 0                | 0                | 0                | 0                | 0              | 0                | 0                | 0                |
| Capital Outlay         | 0                | 0                | 0                | 0                | 0                | 0                | 0              | 0                | 0                | 0                |
| <b>Total</b>           | <b>210,157</b>   | <b>214,166</b>   | <b>102,616</b>   | <b>213,981</b>   | <b>(185)</b>     | <b>192,627</b>   | <b>0</b>       | <b>192,627</b>   | <b>195,540</b>   | <b>2,913</b>     |
| <b>Code Compliance</b> |                  |                  |                  |                  |                  |                  |                |                  |                  |                  |
| Personal Services      | 85,450           | 87,487           | 41,632           | 86,487           | (1,000)          | 88,434           | 0              | 88,434           | 90,469           | 2,035            |
| Supplies & Materials   | 1,801            | 2,350            | 610              | 1,350            | (1,000)          | 1,350            | 0              | 1,350            | 1,350            | 0                |
| Contractual Services   | 5,993            | 5,850            | 538              | 4,850            | (1,000)          | 4,850            | 0              | 4,850            | 4,800            | (50)             |
| Repair & Maintenance   | 519              | 250              | 105              | 250              | 0                | 415              | 0              | 415              | 415              | 0                |
| Capital Outlay         | 0                | 0                | 0                | 0                | 0                | 0                | 0              | 0                | 0                | 0                |
| <b>Total</b>           | <b>93,762</b>    | <b>95,937</b>    | <b>42,884</b>    | <b>92,937</b>    | <b>(3,000)</b>   | <b>95,049</b>    | <b>0</b>       | <b>95,049</b>    | <b>97,034</b>    | <b>1,985</b>     |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                            | ACTUAL           | BUDGET           | 6 MONTHS         | 12 MONTHS        | BUDGET           | BASE             | DECISION       | DEPT.             | CITY             | CHANGES          |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|-------------------|------------------|------------------|
|                                     | 2013-14          | 2014-15          | 2014-15          | ESTIMATE         | VERSUS           | BUDGET           | PKGS.          | REQUEST           | MANAGER          | FROM REQUEST     |
|                                     | 2013-14          | 2014-15          | 2014-15          | 2014-15          | ESTIMATE         | 2015-16          | 2015-16        | 2015-16           | 2015-16          | 2015-16          |
| <b>PUBLIC SAFETY</b>                |                  |                  |                  |                  |                  |                  |                |                   |                  |                  |
| Personal Services                   | 7,418,010        | 8,218,460        | 3,761,036        | 7,884,682        | (333,778)        | 8,329,750        | 713,281        | 9,043,031         | 8,792,991        | (250,040)        |
| Supplies & Materials                | 323,288          | 361,925          | 155,061          | 301,030          | (60,895)         | 344,245          | 19,300         | 363,545           | 349,045          | (14,500)         |
| Contractual Services                | 178,814          | 186,892          | 81,074           | 194,930          | 8,038            | 198,465          | 0              | 198,465           | 190,940          | (7,525)          |
| Repair & Maintenance                | 169,865          | 129,134          | 60,826           | 134,350          | 5,216            | 145,915          | 3,500          | 149,415           | 136,315          | (13,100)         |
| Capital Outlay                      | 150,378          | 790,353          | 282,378          | 766,498          | (23,855)         | 185,000          | 248,000        | 433,000           | 185,000          | (248,000)        |
| <b>Total</b>                        | <b>8,240,355</b> | <b>9,686,764</b> | <b>4,340,375</b> | <b>9,281,490</b> | <b>(405,274)</b> | <b>9,203,375</b> | <b>984,081</b> | <b>10,187,456</b> | <b>9,654,291</b> | <b>(533,165)</b> |
| <b>PUBLIC SERVICES</b>              |                  |                  |                  |                  |                  |                  |                |                   |                  |                  |
| <b>Management Services</b>          |                  |                  |                  |                  |                  |                  |                |                   |                  |                  |
| Personal Services                   | 149,513          | 154,085          | 81,798           | 152,585          | (1,500)          | 177,986          | 0              | 177,986           | 182,709          | 4,723            |
| Supplies & Materials                | 60               | 100              | 62               | 100              | 0                | 100              | 0              | 100               | 100              | 0                |
| Contractual Services                | 7,093            | 6,630            | 2,973            | 6,723            | 93               | 24,677           | 0              | 24,677            | 24,377           | (300)            |
| Repair & Maintenance                | 0                | 0                | 0                | 0                | 0                | 0                | 0              | 0                 | 0                | 0                |
| Capital Outlay                      | 0                | 0                | 0                | 0                | 0                | 0                | 0              | 0                 | 0                | 0                |
| <b>Total</b>                        | <b>156,666</b>   | <b>160,815</b>   | <b>84,833</b>    | <b>159,408</b>   | <b>(1,407)</b>   | <b>202,763</b>   | <b>0</b>       | <b>202,763</b>    | <b>207,186</b>   | <b>4,423</b>     |
| <b>Public Works - Street Maint.</b> |                  |                  |                  |                  |                  |                  |                |                   |                  |                  |
| Personal Services                   | 645,281          | 690,856          | 330,495          | 680,851          | (10,005)         | 704,027          | 0              | 704,027           | 719,650          | 15,623           |
| Supplies & Materials                | 43,283           | 39,350           | 21,097           | 39,350           | 0                | 39,350           | 0              | 39,350            | 39,350           | 0                |
| Contractual Services                | 235,260          | 242,117          | 99,617           | 240,617          | (1,500)          | 246,950          | 0              | 246,950           | 238,350          | (8,600)          |
| Repair & Maintenance                | 299,974          | 385,200          | 68,505           | 385,200          | 0                | 387,150          | 0              | 387,150           | 383,150          | (4,000)          |
| Capital Outlay                      | 49,070           | 0                | 0                | 0                | 0                | 0                | 19,000         | 19,000            | 0                | (19,000)         |
| <b>Total</b>                        | <b>1,272,868</b> | <b>1,357,523</b> | <b>519,714</b>   | <b>1,346,018</b> | <b>(11,505)</b>  | <b>1,377,477</b> | <b>19,000</b>  | <b>1,396,477</b>  | <b>1,380,500</b> | <b>(15,977)</b>  |
| <b>Park Maintenance</b>             |                  |                  |                  |                  |                  |                  |                |                   |                  |                  |
| Personal Services                   | 620,759          | 671,395          | 294,137          | 659,175          | (12,220)         | 687,454          | 0              | 687,454           | 702,777          | 15,323           |
| Supplies & Materials                | 32,191           | 32,800           | 11,509           | 32,840           | 40               | 31,200           | 3,250          | 34,450            | 32,950           | (1,500)          |
| Contractual Services                | 101,981          | 112,103          | 37,671           | 112,103          | 0                | 120,038          | 20,000         | 140,038           | 112,510          | (27,528)         |
| Repair & Maintenance                | 40,347           | 43,200           | 25,074           | 43,200           | 0                | 45,300           | 0              | 45,300            | 44,550           | (750)            |
| Capital Outlay                      | 0                | 89,860           | 90,730           | 90,730           | 870              | 0                | 39,400         | 39,400            | 0                | (39,400)         |
| <b>Total</b>                        | <b>795,278</b>   | <b>949,358</b>   | <b>459,121</b>   | <b>938,048</b>   | <b>(11,310)</b>  | <b>883,992</b>   | <b>62,650</b>  | <b>946,642</b>    | <b>892,787</b>   | <b>(53,855)</b>  |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                                  | ACTUAL           | BUDGET           | 6 MONTHS         | 12 MONTHS        | BUDGET          | BASE             | DECISION       | DEPT.            | CITY             | CHANGES          |
|---|------------------|------------------|------------------|------------------|-----------------|------------------|----------------|------------------|------------------|------------------|
|   | 2013-14          | 2014-15          | 2014-15          | ESTIMATE         | VERSUS          | BUDGET           | PKGS.          | REQUEST          | MANAGER          | FROM REQUEST     |
|   | 2013-14          | 2014-15          | 2014-15          | 2014-15          | ESTIMATE        | 2015-16          | 2015-16        | 2015-16          | 2015-16          | 2015-16          |
| <b>Support Services- Fleet Maint.</b>     |                  |                  |                  |                  |                 |                  |                |                  |                  |                  |
| Personal Services                         | 170,352          | 185,129          | 85,191           | 180,099          | (5,030)         | 193,930          | 0              | 193,930          | 198,076          | 4,146            |
| Supplies & Materials                      | 6,067            | 9,950            | 5,235            | 9,950            | 0               | 10,900           | 0              | 10,900           | 10,200           | (700)            |
| Contractual Services                      | 12,503           | 12,625           | 6,006            | 12,625           | 0               | 13,925           | 0              | 13,925           | 12,575           | (1,350)          |
| Repair & Maintenance                      | 4,156            | 4,440            | 957              | 4,440            | 0               | 4,440            | 0              | 4,440            | 4,350            | (90)             |
| Capital Outlay                            | 0                | 7,650            | 7,138            | 7,138            | (512)           | 0                | 0              | 0                | 0                | 0                |
| <b>Total</b>                              | <b>193,077</b>   | <b>219,794</b>   | <b>104,527</b>   | <b>214,252</b>   | <b>(5,542)</b>  | <b>223,195</b>   | <b>0</b>       | <b>223,195</b>   | <b>225,201</b>   | <b>2,006</b>     |
| <b>Support Services - Building Maint.</b> |                  |                  |                  |                  |                 |                  |                |                  |                  |                  |
| Personal Services                         | 140,833          | 161,860          | 75,261           | 156,814          | (5,046)         | 165,877          | 0              | 165,877          | 169,499          | 3,622            |
| Supplies & Materials                      | 21,456           | 19,450           | 12,973           | 19,450           | 0               | 19,450           | 1,400          | 20,850           | 19,350           | (1,500)          |
| Contractual Services                      | 32,312           | 32,290           | 13,533           | 32,290           | 0               | 35,200           | 68,000         | 103,200          | 42,600           | (60,600)         |
| Repair & Maintenance                      | 24,359           | 58,500           | 40,914           | 58,500           | 0               | 25,500           | 122,470        | 147,970          | 25,500           | (122,470)        |
| Capital Outlay                            | 0                | 0                | 0                | 0                | 0               | 0                | 0              | 0                | 0                | 0                |
| <b>Total</b>                              | <b>218,961</b>   | <b>272,100</b>   | <b>142,682</b>   | <b>267,054</b>   | <b>(5,046)</b>  | <b>246,027</b>   | <b>191,870</b> | <b>437,897</b>   | <b>256,949</b>   | <b>(180,948)</b> |
| <b>Engineering</b>                        |                  |                  |                  |                  |                 |                  |                |                  |                  |                  |
| Personal Services                         | 245,067          | 254,412          | 120,760          | 249,431          | (4,981)         | 256,067          | 0              | 256,067          | 262,513          | 6,446            |
| Supplies & Materials                      | 2,892            | 2,200            | 855              | 2,200            | 0               | 2,200            | 0              | 2,200            | 1,950            | (250)            |
| Contractual Services                      | 12,316           | 21,975           | 500              | 21,975           | 0               | 22,115           | 0              | 22,115           | 17,005           | (5,110)          |
| Repair & Maintenance                      | 1,592            | 500              | 0                | 500              | 0               | 500              | 0              | 500              | 500              | 0                |
| Capital Outlay                            | 0                | 0                | 0                | 0                | 0               | 0                | 19,000         | 19,000           | 0                | (19,000)         |
| <b>Total</b>                              | <b>261,867</b>   | <b>279,087</b>   | <b>122,115</b>   | <b>274,106</b>   | <b>(4,981)</b>  | <b>280,882</b>   | <b>19,000</b>  | <b>299,882</b>   | <b>281,968</b>   | <b>(17,914)</b>  |
| <b>PUBLIC SERVICES</b>                    |                  |                  |                  |                  |                 |                  |                |                  |                  |                  |
| Personal Services                         | 1,971,805        | 2,117,737        | 987,642          | 2,078,955        | (38,782)        | 2,185,341        | 0              | 2,185,341        | 2,235,224        | 49,883           |
| Supplies & Materials                      | 105,949          | 103,850          | 51,731           | 103,890          | 40              | 103,200          | 4,650          | 107,850          | 103,900          | (3,950)          |
| Contractual Services                      | 401,465          | 427,740          | 160,300          | 426,333          | (1,407)         | 462,905          | 88,000         | 550,905          | 447,417          | (103,488)        |
| Repair & Maintenance                      | 370,428          | 491,840          | 135,450          | 491,840          | 0               | 462,890          | 122,470        | 585,360          | 458,050          | (127,310)        |
| Capital Outlay                            | 49,070           | 97,510           | 97,868           | 97,868           | 358             | 0                | 77,400         | 77,400           | 0                | (77,400)         |
| <b>Total</b>                              | <b>2,898,717</b> | <b>3,238,677</b> | <b>1,432,992</b> | <b>3,198,886</b> | <b>(39,791)</b> | <b>3,214,336</b> | <b>292,520</b> | <b>3,506,856</b> | <b>3,244,591</b> | <b>(262,265)</b> |
| <b>COMMUNITY DEVELOPMENT</b>              |                  |                  |                  |                  |                 |                  |                |                  |                  |                  |
| <b>Management Services</b>                |                  |                  |                  |                  |                 |                  |                |                  |                  |                  |
| Personal Services                         | 209,105          | 207,534          | 103,120          | 207,534          | 0               | 208,107          | 0              | 208,107          | 213,733          | 5,626            |
| Supplies & Materials                      | 2,327            | 2,000            | 657              | 1,500            | (500)           | 1,500            | 0              | 1,500            | 1,500            | 0                |
| Contractual Services                      | 15,652           | 27,356           | 11,860           | 47,477           | 20,121          | 32,900           | 0              | 32,900           | 32,900           | 0                |
| Repair & Maintenance                      | 0                | 0                | 0                | 0                | 0               | 0                | 0              | 0                | 0                | 0                |
| Capital Outlay                            | 0                | 0                | 0                | 0                | 0               | 0                | 0              | 0                | 0                | 0                |
| <b>Total</b>                              | <b>227,083</b>   | <b>236,890</b>   | <b>115,636</b>   | <b>256,511</b>   | <b>19,621</b>   | <b>242,507</b>   | <b>0</b>       | <b>242,507</b>   | <b>248,133</b>   | <b>5,626</b>     |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                       | ACTUAL            | BUDGET            | 6 MONTHS         | 12 MONTHS         | BUDGET           | BASE              | DECISION         | DEPT.             | CITY              | CHANGES          |
|--------------------------------|-------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|-------------------|------------------|
|                                | 2013-14           | 2014-15           | 2014-15          | ESTIMATE          | VERSUS           | BUDGET            | PKGS.            | REQUEST           | MANAGER           | FROM REQUEST     |
|                                | 2013-14           | 2014-15           | 2014-15          | 2014-15           | ESTIMATE         | 2015-16           | 2015-16          | 2015-16           | 2015-16           | 2015-16          |
| <b>Planning</b>                |                   |                   |                  |                   |                  |                   |                  |                   |                   |                  |
| Personal Services              | 213,685           | 229,042           | 105,101          | 224,042           | (5,000)          | 243,266           | 0                | 243,266           | 249,328           | 6,062            |
| Supplies & Materials           | 528               | 1,000             | 69               | 1,000             | 0                | 1,000             | 0                | 1,000             | 1,000             | 0                |
| Contractual Services           | 7,172             | 9,935             | 2,946            | 9,935             | 0                | 9,935             | 0                | 9,935             | 9,935             | 0                |
| Repair & Maintenance           | 0                 | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0                |
| Capital Outlay                 | 0                 | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0                |
| <b>Total</b>                   | <b>221,385</b>    | <b>239,977</b>    | <b>108,116</b>   | <b>234,977</b>    | <b>(5,000)</b>   | <b>254,201</b>    | <b>0</b>         | <b>254,201</b>    | <b>260,263</b>    | <b>6,062</b>     |
| <b>Inspections</b>             |                   |                   |                  |                   |                  |                   |                  |                   |                   |                  |
| Personal Services              | 281,526           | 297,632           | 144,116          | 294,950           | (2,682)          | 304,894           | 0                | 304,894           | 312,128           | 7,234            |
| Supplies & Materials           | 4,114             | 5,000             | 1,523            | 5,000             | 0                | 6,500             | 0                | 6,500             | 5,000             | (1,500)          |
| Contractual Services           | 6,756             | 6,182             | 2,271            | 5,807             | (375)            | 6,682             | 0                | 6,682             | 6,032             | (650)            |
| Repair & Maintenance           | 669               | 1,000             | 411              | 1,000             | 0                | 2,000             | 0                | 2,000             | 1,200             | (800)            |
| Capital Outlay                 | 0                 | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0                |
| <b>Total</b>                   | <b>293,066</b>    | <b>309,814</b>    | <b>148,321</b>   | <b>306,757</b>    | <b>(3,057)</b>   | <b>320,076</b>    | <b>0</b>         | <b>320,076</b>    | <b>324,360</b>    | <b>4,284</b>     |
| <b>COMMUNITY DEVELOPMENT</b>   |                   |                   |                  |                   |                  |                   |                  |                   |                   |                  |
| Personal Services              | 704,316           | 734,208           | 352,337          | 726,526           | (7,682)          | 756,267           | 0                | 756,267           | 775,189           | 18,922           |
| Supplies & Materials           | 6,969             | 8,000             | 2,249            | 7,500             | (500)            | 9,000             | 0                | 9,000             | 7,500             | (1,500)          |
| Contractual Services           | 29,580            | 43,473            | 17,077           | 63,219            | 19,746           | 49,517            | 0                | 49,517            | 48,867            | (650)            |
| Repair & Maintenance           | 669               | 1,000             | 411              | 1,000             | 0                | 2,000             | 0                | 2,000             | 1,200             | (800)            |
| Capital Outlay                 | 0                 | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0                |
| <b>Total</b>                   | <b>741,534</b>    | <b>786,681</b>    | <b>372,073</b>   | <b>798,245</b>    | <b>11,564</b>    | <b>816,784</b>    | <b>0</b>         | <b>816,784</b>    | <b>832,756</b>    | <b>15,972</b>    |
| <b>YEAR-ENDING ADJUSTMENTS</b> |                   |                   |                  |                   |                  |                   |                  |                   |                   |                  |
| Audit Adjustments              | 72,756            | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0                |
| <b>YEAR-ENDING ADJUSTMENTS</b> | <b>72,756</b>     | <b>0</b>          | <b>0</b>         | <b>0</b>          | <b>0</b>         | <b>0</b>          | <b>0</b>         | <b>0</b>          | <b>0</b>          | <b>0</b>         |
| <b>GENERAL FUND</b>            |                   |                   |                  |                   |                  |                   |                  |                   |                   |                  |
| Personal Services              | 11,380,851        | 12,392,205        | 5,721,417        | 11,976,155        | (416,050)        | 12,572,499        | 713,281          | 13,285,780        | 13,134,415        | (151,365)        |
| Supplies & Materials           | 630,784           | 729,643           | 373,244          | 662,345           | (67,298)         | 662,706           | 105,485          | 768,191           | 699,406           | (68,785)         |
| Contractual Services           | 1,968,751         | 1,963,467         | 594,340          | 1,987,263         | 23,796           | 2,048,847         | 103,000          | 2,151,847         | 2,037,578         | (114,269)        |
| Repair & Maintenance           | 558,690           | 638,574           | 206,754          | 644,002           | 5,428            | 627,305           | 125,970          | 753,275           | 612,065           | (141,210)        |
| Capital Outlay                 | 199,448           | 887,863           | 380,246          | 864,366           | (23,497)         | 185,000           | 349,900          | 534,900           | 209,500           | (325,400)        |
| Audit Adjustments              | 72,756            | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0                |
| <b>SUB-TOTAL GENERAL FUND</b>  | <b>14,811,280</b> | <b>16,611,752</b> | <b>7,276,001</b> | <b>16,134,131</b> | <b>(477,621)</b> | <b>16,096,357</b> | <b>1,397,636</b> | <b>17,493,993</b> | <b>16,692,964</b> | <b>(801,029)</b> |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                       | 12 MONTHS BUDGET  |                   |                  |                   |                  | BASE BUDGET<br>2015-16 | DECISION PKGS.<br>2015-16 | DEPT. REQUEST<br>2015-16 | CITY MANAGER<br>2015-16 | CHANGES FROM REQUEST<br>2015-16 |
|--------------------------------|-------------------|-------------------|------------------|-------------------|------------------|------------------------|---------------------------|--------------------------|-------------------------|---------------------------------|
|                                | ACTUAL            | BUDGET            | 6 MONTHS         | ESTIMATE          | VERSUS           |                        |                           |                          |                         |                                 |
|                                | 2013-14           | 2014-15           | 2014-15          | 2014-15           | ESTIMATE         |                        |                           |                          |                         |                                 |
| <b>TRANSFERS</b>               |                   |                   |                  |                   |                  |                        |                           |                          |                         |                                 |
| Transfer to Core Values Fund   | 1,700,000         | 100,000           | 0                | 100,000           | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| Transfer to CAR Fund           | 0                 | 200,000           | 0                | 200,000           | 0                | 0                      | 0                         | 550,000                  | 550,000                 |                                 |
| Transfer to Capital Projects   | 0                 | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 250,000                  | 250,000                 |                                 |
| <b>TRANSFERS</b>               | <b>1,700,000</b>  | <b>300,000</b>    | <b>0</b>         | <b>300,000</b>    | <b>0</b>         | <b>0</b>               | <b>0</b>                  | <b>800,000</b>           | <b>800,000</b>          |                                 |
| <b>SPECIAL PROJECTS</b>        |                   |                   |                  |                   |                  |                        |                           |                          |                         |                                 |
| Fire Station Expansion Project | 0                 | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| South Benbrook Park            | 0                 | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| Benbrook Boulevard             | 0                 | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| <b>SPECIAL PROJECTS</b>        | <b>0</b>          | <b>0</b>          | <b>0</b>         | <b>0</b>          | <b>0</b>         | <b>0</b>               | <b>0</b>                  | <b>0</b>                 | <b>0</b>                | <b>0</b>                        |
| <b>GENERAL FUND</b>            |                   |                   |                  |                   |                  |                        |                           |                          |                         |                                 |
| Personal Services              | 11,380,851        | 12,392,205        | 5,721,417        | 11,976,155        | (416,050)        | 12,572,499             | 713,281                   | 13,285,780               | 13,134,415              | (151,365)                       |
| Supplies & Materials           | 630,784           | 729,643           | 373,244          | 662,345           | (67,298)         | 662,706                | 105,485                   | 768,191                  | 699,406                 | (68,785)                        |
| Contractual Services           | 1,968,751         | 1,963,467         | 594,340          | 1,987,263         | 23,796           | 2,048,847              | 103,000                   | 2,151,847                | 2,037,578               | (114,269)                       |
| Repair & Maintenance           | 558,690           | 638,574           | 206,754          | 644,002           | 5,428            | 627,305                | 125,970                   | 753,275                  | 612,065                 | (141,210)                       |
| Capital Outlay                 | 199,448           | 887,863           | 380,246          | 864,366           | (23,497)         | 185,000                | 349,900                   | 534,900                  | 209,500                 | (325,400)                       |
| Audit Adjustments              | 72,756            | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| Transfers                      | 1,700,000         | 300,000           | 0                | 300,000           | 0                | 0                      | 0                         | 0                        | 800,000                 | 800,000                         |
| Special Projects               | 0                 | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| <b>TOTAL GENERAL FUND</b>      | <b>16,511,280</b> | <b>16,911,752</b> | <b>7,276,001</b> | <b>16,434,131</b> | <b>(477,621)</b> | <b>16,096,357</b>      | <b>1,397,636</b>          | <b>17,493,993</b>        | <b>17,492,964</b>       | <b>(1,029)</b>                  |
| <b>DEBT SERVICE FUND</b>       |                   |                   |                  |                   |                  |                        |                           |                          |                         |                                 |
| <b>PRINCIPAL</b>               |                   |                   |                  |                   |                  |                        |                           |                          |                         |                                 |
| GO Bonds - 2013 Series         | 0                 | 205,000           | 0                | 205,000           | 0                | 210,000                | 0                         | 210,000                  | 210,000                 | 0                               |
| GO Bonds - 2011 Refunding      | 135,000           | 145,000           | 0                | 145,000           | 0                | 150,000                | 0                         | 150,000                  | 150,000                 | 0                               |
| GO Bonds - 2004 Series         | 175,000           | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| GO Bonds - 2005 Refunding      | 395,000           | 405,000           | 0                | 405,000           | 0                | 420,000                | 0                         | 420,000                  | 420,000                 | 0                               |
| Refunding                      | 2,930,000         | 0                 | 0                | 0                 | 0                | 0                      | 0                         | 0                        | 0                       | 0                               |
| <b>TOTAL PRINCIPAL</b>         | <b>3,635,000</b>  | <b>755,000</b>    | <b>0</b>         | <b>755,000</b>    | <b>0</b>         | <b>780,000</b>         | <b>0</b>                  | <b>780,000</b>           | <b>780,000</b>          | <b>0</b>                        |

**CITY OF BENBROOK  
EXPENDITURE SUMMARY BY ACTIVITY  
2015-16 PROPOSED BUDGET**

| ACTIVITY                       | ACTUAL            | BUDGET            | 6 MONTHS         | 12 MONTHS         | BUDGET           | BASE              | DECISION         | DEPT.             | CITY              | CHANGES         |
|--------------------------------|-------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|-------------------|-----------------|
|                                | 2013-14           | 2014-15           | 2014-15          | ESTIMATE          | VERSUS           | BUDGET            | PKGS.            | REQUEST           | MANAGER           | FROM REQUEST    |
|                                | 2013-14           | 2014-15           | 2014-15          | 2014-15           | ESTIMATE         | 2015-16           | 2015-16          | 2015-16           | 2015-16           | 2015-16         |
| <b>INTEREST</b>                |                   |                   |                  |                   |                  |                   |                  |                   |                   |                 |
| GO Bonds - 2013 Series         | 0                 | 53,710            | 0                | 53,710            | 0                | 49,166            | 0                | 49,166            | 49,166            | 0               |
| GO Bonds - 2011 Refunding      | 74,202            | 70,100            | 0                | 70,100            | 0                | 65,779            | 0                | 65,779            | 65,779            | 0               |
| GO Bonds - 2004 Series         | 121,923           | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0               |
| GO Bonds - 2005 Refunding      | 100,425           | 86,465            | 0                | 86,465            | 0                | 72,069            | 0                | 72,069            | 38,203            | (33,866)        |
| Refunding                      | 18,217            | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0               |
| Bond Issuance Cost             | 46,526            | 0                 | 0                | 0                 | 0                | 0                 | 0                | 0                 | 0                 | 0               |
| <b>TOTAL INTEREST</b>          | <b>361,293</b>    | <b>210,275</b>    | <b>0</b>         | <b>210,275</b>    | <b>0</b>         | <b>187,014</b>    | <b>0</b>         | <b>187,014</b>    | <b>153,148</b>    | <b>(33,866)</b> |
| Fiscal Charges                 | 0                 | 3,800             | 0                | 3,800             | 0                | 3,800             | 0                | 3,800             | 3,800             | 0               |
| <b>TOTAL DEBT SERVICE FUND</b> | <b>3,996,293</b>  | <b>969,075</b>    | <b>-</b>         | <b>969,075</b>    | <b>-</b>         | <b>970,814</b>    | <b>-</b>         | <b>970,814</b>    | <b>936,948</b>    | <b>(33,866)</b> |
| <b>TOTAL BUDGET</b>            | <b>20,507,573</b> | <b>17,880,827</b> | <b>7,276,001</b> | <b>17,403,206</b> | <b>(477,621)</b> | <b>17,067,171</b> | <b>1,397,636</b> | <b>18,464,807</b> | <b>18,429,912</b> | <b>(34,895)</b> |

| <b>CITY OF BENBROOK</b>                               |  |               |                       |
|---|--|---------------|-----------------------|
| <b>2015-16 PROPOSED BUDGET</b>                        |  |               |                       |
| <b>SCHEDULE OF CHANGES MADE TO DEPARTMENT REQUEST</b> |  |               |                       |
| <b>AUGUST 2015</b>                                    |  |               |                       |
|   | <b>TOTAL EXPENDITURES - DEPARTMENT REQUEST</b>                     |               | <b>18,464,807</b>     |
| <b>ACTIVITY</b>                                       | <b>DESCRIPTION</b>   | <b>AMOUNT</b> | <b>ACTIVITY TOTAL</b> |
| Mayor and Council                                     | No Changes   | -             | -                     |
| City Manager  | Salary adjustment and increase in fringe benefits                  | 9,285         | 9,285                 |
| City Secretary  | Salary adjustment and increase in fringe benefits                  | 7,605         | 7,605                 |
| Non-Departmental                                      | Adjustment of funds for TIF property tax payment                   | 35,283        |                       |
|   | Payment of gas wells inspections from Public Services              | (17,714)      |                       |
|   | Decrease in funds for natural gas for City buildings               | (225)         |                       |
|   | Reduction in funds for electricity costs for City buildings        | (1,000)       | 16,344                |
| Finance   | Salary adjustment and increase in fringe benefits                  | 9,404         | 9,404                 |
| Information Technology                                | Salary adjustment and increase in fringe benefits                  | 3,576         |                       |
|   | Decrease in funds for telephone costs                              | (200)         |                       |
|   | Reduction in funds for training expenses                           | (2,500)       |                       |
|   | Deferral of funds for Financial Software Consultant                | (15,000)      |                       |
|   | Deferral of funds for mobile data terminals for Fire Department    | (7,500)       |                       |
|   | Deferral of funds for Firehouse Mobile Software                    | (38,300)      |                       |
|   | Deferral of funds for Firehouse Scheduling Software                | (1,335)       |                       |
|   | Deferral of funds for Firehouse Inspector Software                 | (1,500)       | (62,759)              |
| Personnel   | Decrease in funds for office supplies (electronic direct deposits) | (200)         |                       |
|   | Reduction in funds for professional services                       | (1,000)       |                       |
|   | Decrease in funds for printing services (payroll checks)           | (250)         | (1,450)               |
| Police - Management Services                          | Salary adjustment and increase in fringe benefits                  | 7,773         |                       |
|   | Decrease in funds for telephone costs                              | (175)         | 7,598                 |
| Police - Communications/Records                       | Salary adjustment and increase in fringe benefits                  | 16,695        |                       |
|   | Adjustment of funds for overtime and associated fringe benefits    | (7,629)       |                       |
|   | Decrease in funds for natural gas for Police building              | (2,000)       |                       |
|   | Reduction in funds for water and sewer services                    | (500)         |                       |
|   | Decrease in funds for office equipment repair and maintenance      | (500)         |                       |
|   | Funding of Records Section window upgrade in 2014-15               | (3,500)       | 2,566                 |

|  |   |  |           |
|--|---|--|-----------|
| Police - Patrol  | Salary adjustment and increase in fringe benefits                         | 76,855                                   |           |
|  | Adjustment of funds for overtime and associated fringe benefits           | (9,408)                                  |           |
|  | Reduction in funds for office supplies                                    | (800)                                    |           |
|  | Funding of ten hand guns through Narcotics account                        | (6,000)                                  |           |
|  | Decrease in funds for telephone costs                                     | (350)                                    |           |
|  | Reduction in funds for vehicle maintenance                                | (3,000)                                  |           |
|  | Decrease in funds for radio equipment maintenance                         | (1,000)                                  | 56,297    |
| Police - C.I.S.  | Salary adjustment and increase in fringe benefits                         | 22,416                                   |           |
|  | Adjustment of funds for overtime and associated fringe benefits           | (9,048)                                  |           |
|  | Funding of ballistic vests through Narcotics account                      | (5,700)                                  |           |
|  | Decrease in funds for telephone costs                                     | (1,150)                                  |           |
|  | Reduction in funds for professional services                              | (500)                                    | 6,018     |
| Police - Crime Prevention                                      | Salary adjustment and increase in fringe benefits                         | 2,424                                    | 2,424     |
| Police School Safety   | No changes  | -  | -         |
| Police - Animal Control  | Salary adjustment and increase in fringe benefits                         | 1,662                                    |           |
|  | Decrease in funds for overtime  | (691)                                    |           |
|  | Reduction in funds for electricity costs for Animal Shelter               | (500)                                    |           |
|  | Decrease in funds for telephone services                                  | (100)                                    | 371       |
| Fire   | Salary adjustment and increase in fringe benefits                         | 51,419                                   |           |
|  | Elimination of six ACFSU part-time positions                              | (76,800)                                 |           |
|  | Adjustment of funds for overtime and associated fringe benefits           | (65,909)                                 |           |
|  | Deferral of decision package for addition of three full-time Firefighter/ | (264,747)                                |           |
|  | Decrease in funds for miscellaneous supplies                              | (1,000)                                  |           |
|  | Reduction in funds for minor equipment                                    | (1,000)                                  |           |
|  | Decrease in funds for natural gas for Fire Station                        | (150)                                    |           |
|  | Reduction in funds for water and sewer services                           | (600)                                    |           |
|  | Decrease in funds for telephone services                                  | (1,000)                                  |           |
|  | Reduction in funds for cable television services                          | (100)                                    |           |
|  | Decrease in funds for radio equipment maintenance                         | (3,000)                                  |           |
|  | Decrease in funds for office equipment repair and maintenance             | (2,000)                                  | (364,887) |
|  | Ambulance   | Reduction in funds for printing services | (350)     |
| Decrease in funds for telephone services                       |   | (100)                                    |           |
| Funding of ambulance through Capital Asset Replacement Account |   | (124,000)                                |           |
| Deferral of ambulance replacement until 2016-17                |   | (124,000)                                | (248,450) |
| Municipal Court  | Salary adjustment and increase in fringe benefits                         | 2,913                                    | 2,913     |

|                       |  |          |                 |                   |
|-----------------------|--|----------|-----------------|-------------------|
| Code Compliance       | Salary adjustment and increase in fringe benefits                        | 2,035    |                 |                   |
|                       | Decrease in funds for telephone services                                 | (50)     | 1,985           |                   |
| Public Services       | Salary adjustment and increase in fringe benefits                        | 4,723    |                 |                   |
|                       | Decrease in funds for telephone services                                 | (300)    | 4,423           |                   |
| Street Maintenance    | Salary adjustment and increase in fringe benefits                        | 15,623   |                 |                   |
|                       | Decrease in funds for professional services                              | (500)    |                 |                   |
|                       | Reduction in funds for electricity costs                                 | (10,000) |                 |                   |
|                       | Decrease in funds for telephone services                                 | (100)    |                 |                   |
|                       | Increase in funds for equipment rental                                   | 2,000    |                 |                   |
|                       | Decrease in funds for vehicle maintenance and repair                     | (1,500)  |                 |                   |
|                       | Reduction in funds for street sign maintenance                           | (2,500)  |                 |                   |
|                       | Funding of replacement truck from Capital Asset Replacement Account      | (19,000) | (15,977)        |                   |
| Parks Maintenance     | Salary adjustment and increase in fringe benefits                        | 15,323   |                 |                   |
|                       | Decrease in funds for minor equipment                                    | (1,500)  |                 |                   |
|                       | Continuation of current mowing contract terms and conditions             | (20,000) |                 |                   |
|                       | Reduction in funds for electricity costs                                 | (5,203)  |                 |                   |
|                       | Reduction in funds for water and sewer services                          | (1,900)  |                 |                   |
|                       | Decrease in funds for telephone services                                 | (425)    |                 |                   |
|                       | Decrease in funds for vehicle maintenance and repair                     | (500)    |                 |                   |
|                       | Decrease in funds for parks and grounds maintenance                      | (250)    |                 |                   |
|                       | Funding of replacement truck from Capital Asset Replacement Account      | (19,000) |                 |                   |
|                       | Funding of replacement mower from Capital Asset Replacement Account      | (10,500) |                 |                   |
|                       | Deferral of purchase of utility vehicle                                  | (9,900)  | (53,855)        |                   |
| Fleet Maintenance     | Salary adjustment and increase in fringe benefits                        | 4,146    |                 |                   |
|                       | Decrease in funds for minor equipment                                    | (700)    |                 |                   |
|                       | Reduction in funds for professional services                             | (250)    |                 |                   |
|                       | Adjustment of funds for electricity costs                                | (800)    |                 |                   |
|                       | Decrease in funds for water and sewer services                           | (200)    |                 |                   |
|                       | Additional funds for telephone costs                                     | (100)    |                 |                   |
|                       | Decrease in funds for radio equipment maintenance                        | (90)     | 2,006           |                   |
| Building Maintenance  | Salary adjustment and increase in fringe benefits                        | 3,622    |                 |                   |
|                       | Decrease in funds for office supplies                                    | (100)    |                 |                   |
|                       | Purchase of propane tank for City Hall generator in 2014-15              | (1,400)  |                 |                   |
|                       | Deletion of funds for City Hall HVAC study                               | (10,000) |                 |                   |
|                       | Deferral of roof replacement for Community Building (Lion's Club)        | (30,000) |                 |                   |
|                       | Deferral of City Hall entrance improvements                              | (16,758) |                 |                   |
|                       | Deferral of lighting replacement for City Hall parking and entrance      | (46,000) |                 |                   |
|                       | Adjustment of funds for electricity costs                                | (2,500)  |                 |                   |
|                       | Decrease in funds for water and sewer services                           | (100)    |                 |                   |
|                       | Deferral of City Hall carpet replacement                                 | (45,112) |                 |                   |
|                       | Deferral of City Hall ceiling tile replacement                           | (9,500)  |                 |                   |
|                       | Deferral of re-painting portions of City Hall and Senior Center exterior | (15,100) |                 |                   |
|                       | Deferral of City Hall curtain replacement                                | (6,000)  |                 |                   |
|                       | Completion of City Hall Soffit Light Evaluation in 2014-15               | (2,000)  | (180,948)       |                   |
| Engineering           | Salary adjustment and increase in fringe benefits                        | 6,446    |                 |                   |
|                       | Decrease in funds for office supplies                                    | (100)    |                 |                   |
|                       | Reduction in funds for vehicle supplies                                  | (150)    |                 |                   |
|                       | Decrease in funds for telephone costs                                    | (110)    |                 |                   |
|                       | Reduction in funds for engineering services                              | (5,000)  |                 |                   |
|                       | Funding of replacement truck from Capital Asset Replacement Account      | (19,000) | (17,914)        |                   |
| Community Development | Salary adjustment and increase in fringe benefits                        | 5,626    | 5,626           |                   |
| Planning and Zoning   | Salary adjustment and increase in fringe benefits                        | 6,062    | 6,062           |                   |
| Inspections           | Salary adjustment and increase in fringe benefits                        | 7,234    |                 |                   |
|                       | Decrease in funds for office supplies                                    | (1,000)  |                 |                   |
|                       | Reduction in funds for fuel and vehicle supplies                         | (500)    |                 |                   |
|                       | Decrease in funds for telephone costs                                    | (650)    |                 |                   |
|                       | Reduction in funds for vehicle maintenance                               | (800)    | 4,284           |                   |
| Transfers             | Transfer to Capital Asset Replacement Fund                               | 250,000  |                 |                   |
|                       | Transfer to Animal Shelter Account/Capital Projects Fund                 | 550,000  | 800,000         |                   |
| Special Projects      | No Changes   | -        | -               |                   |
| Debt Service          | Decrease in interest payment for GO bonds refinanced in 2015             | (33,866) | (33,866)        |                   |
| <b>TOTAL CHANGES</b>  |  | 38       | <b>(34,895)</b> |                   |
|                       | <b>TOTAL EXPENDITURES - PROPOSED BUDGET</b>                              |          |                 | <b>18,429,912</b> |

# **SECTION FIVE ACTIVITY SUMMARIES**

## **SECTION FIVE ACTIVITY SUMMARIES**

The Activity Summary forms, provided for each General Fund Activity, summarize expenditures and positions on an actual basis for 2013-14; on a budget, actual six-month, and estimated twelve-month basis for 2014-15; and on a base budget, decision package, and total request basis for 2015-16. The 2015-16 Proposed Budget recommendations are also summarized at this level of detail as well as a reconciliation of the Proposed Budget changes from the Department's Total Request (base budget plus decision packages). The box in the bottom right of the form lists all decision packages and classifies each package in two categories: (1) Funded and (2) Not Funded.

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**GENERAL GOVERNMENT**

**CITY COUNCIL**

**CITY COUNCIL**

**01-11-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15  |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                |                | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 8,664          | 9,047    | 3,933           | 8,928               | 9,128       | 0                 | 9,128         | 9,128           | 0                   |
| 5100                      | Supplies & Materials           | 42             | 300      | 246             | 300                 | 300         | 0                 | 300           | 300             | 0                   |
| 5200                      | Contractual Services           | 12,007         | 10,350   | 4,591           | 10,350              | 10,350      | 0                 | 10,350        | 10,350          | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 20,713         | 19,697   | 8,771           | 19,578              | 19,778      | 0                 | 19,778        | 19,778          | 0                   |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 7 | 7 | 7 | 7 | 7 | 0 | 7 | 7 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

|                             |          |
|-----------------------------|----------|
| <b>CITY MANAGER CHANGES</b> |          |
| None                        | 0        |
| <b>CITY COUNCIL CHANGES</b> |          |
| None                        | 0        |
| <b>TOTAL CHANGES</b>        | <b>0</b> |

|                                |          |
|--------------------------------|----------|
| <b>FUNDED</b>                  |          |
| None                           | 0        |
| <b>NOT FUNDED</b>              |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**GENERAL GOVERNMENT**

**CITY MANAGER**

**CITY MANAGER**

**01-12-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15        |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                |                | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 387,782        | 404,519        | 189,854         | 383,282             | 371,953        | 0                 | 371,953        | 381,238         | 9,285               |
| 5100                      | Supplies & Materials           | 7              | 300            | 0               | 300                 | 300            | 0                 | 300            | 300             | 0                   |
| 5200                      | Contractual Services           | 12,297         | 10,075         | 4,551           | 9,850               | 9,850          | 0                 | 9,850          | 9,850           | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>400,086</b> | <b>414,894</b> | <b>194,405</b>  | <b>393,432</b>      | <b>382,103</b> | <b>0</b>          | <b>382,103</b> | <b>391,388</b>  | <b>9,285</b>        |

|                           |   |   |   |   |   |      |      |      |      |
|---------------------------|---|---|---|---|---|------|------|------|------|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0.00 | 2.00 | 2.00 | 0.00 |
|---------------------------|---|---|---|---|---|------|------|------|------|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                               |  |              |
|---|--|--------------|
| Salary Adjustment for City Manager and Management Analyst |  | 9,285        |
| <b>CITY COUNCIL CHANGES</b>                               |  |              |
| None  |  | 0            |
| <b>TOTAL CHANGES</b>                                      |  | <b>9,285</b> |

| <b>FUNDED</b>                  |  |          |
|--------------------------------|--|----------|
| None                           |  | 0        |
| <b>NOT FUNDED</b>              |  |          |
| None                           |  | 0        |
| <b>TOTAL DECISION PACKAGES</b> |  | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**GENERAL GOVERNMENT**

**CITY SECRETARY**

**CITY SECRETARY**

**01-13-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15        |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                |                | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 317,414        | 340,915        | 160,239         | 335,915             | 344,176        | 0                 | 344,176        | 351,781         | 7,605               |
| 5100                      | Supplies & Materials           | 924            | 1,300          | 846             | 1,300               | 1,600          | 0                 | 1,600          | 1,600           | 0                   |
| 5200                      | Contractual Services           | 37,200         | 66,815         | 10,109          | 59,015              | 67,515         | 0                 | 67,515         | 67,515          | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>355,538</b> | <b>409,030</b> | <b>171,194</b>  | <b>396,230</b>      | <b>413,291</b> | <b>0</b>          | <b>413,291</b> | <b>420,896</b>  | <b>7,605</b>        |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 3 | 3 | 3 | 3 | 3 | 0 | 3 | 3 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                           |              |
|--|--------------|
| Salary Adjustment for City Secretary Employees | 7,605        |
|  |              |
|  |              |
| CITY COUNCIL CHANGES                           |              |
| None   | 0            |
| <b>TOTAL CHANGES</b>                           |              |
|  | <b>7,605</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
|                                |          |
| NOT FUNDED                     |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> |          |
|                                | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**GENERAL GOVERNMENT**

**NON-DEPARTMENTAL**

**NON-DEPARTMENTAL**

**01-15-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL   | 2014-15          |                 |                     | 2015-16          |                   |                  |                  |                     |
|---------------------------|--------------------------------|------------------|------------------|-----------------|---------------------|------------------|-------------------|------------------|------------------|---------------------|
|                           |                                |                  | BUDGETED         | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET      | DECISION PACKAGES | TOTAL REQUEST    | PROPOSED BUDGET  | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 21,936           | 16,795           | 10,712          | 22,045              | 22,045           | 0                 | 22,045           | 22,045           | 0                   |
| 5100                      | Supplies & Materials           | 25,172           | 24,000           | 14,422          | 26,225              | 25,750           | 0                 | 25,750           | 25,750           | 0                   |
| 5200                      | Contractual Services           | 1,110,632        | 1,027,952        | 192,775         | 1,026,346           | 1,045,375        | 0                 | 1,045,375        | 1,061,719        | 16,344              |
| 5300                      | Repair & Maintenance           | 1,399            | 1,600            | 2,435           | 1,548               | 1,000            | 0                 | 1,000            | 1,000            | 0                   |
| 5400                      | Capital Outlay                 | 0                | 0                | 0               | 0                   | 0                | 0                 | 0                | 0                | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>1,159,139</b> | <b>1,070,347</b> | <b>220,344</b>  | <b>1,076,164</b>    | <b>1,094,170</b> | <b>0</b>          | <b>1,094,170</b> | <b>1,110,514</b> | <b>16,344</b>       |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                                  |               |
|---|---------------|
| Adjustment of TIF Property Tax Payment                | 35,283        |
| Payment of Gas Well Inspections from Public Services  | (17,714)      |
| Decrease in Funds for Natural Gas for City Buildings  | (225)         |
| Reduction in Funds for Electricity for City Buildings | (1,000)       |
| <b>CITY COUNCIL CHANGES</b>                           |               |
| None  | 0             |
| <b>TOTAL CHANGES</b>                                  | <b>16,344</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| NOT FUNDED                     |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**STAFF SERVICES**

**FINANCE**

**FINANCE**

**01-21-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 378,467        | 372,757  | 172,900         | 360,055             | 375,252     | 0                 | 375,252       | 384,656         | 9,404               |
| 5100                      | Supplies & Materials           | 1,473          | 2,000    | 356             | 2,000               | 2,000       | 0                 | 2,000         | 2,000           | 0                   |
| 5200                      | Contractual Services           | 113,148        | 111,420  | 84,509          | 115,420             | 120,170     | 0                 | 120,170       | 120,170         | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 493,088        | 486,177  | 257,765         | 477,475             | 497,422     | 0                 | 497,422       | 506,826         | 9,404               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 3 | 3 | 3 | 3 | 3 | 0 | 3 | 3 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                               |              |
|--|--------------|
| Salary Adjustment for Finance Department Employees | 9,404        |
| <b>CITY COUNCIL CHANGES</b>                        |              |
| None   | 0            |
| <b>TOTAL CHANGES</b>                               | <b>9,404</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| <b>NOT FUNDED</b>              |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**STAFF SERVICES**

**INFORMATION TECHNOLOGY**

**INFORMATION TECHNOLOGY**

**01-23-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15        |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                |                | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 172,457        | 177,767        | 82,764          | 175,767             | 178,587        | 0                 | 178,587        | 182,163         | 3,576               |
| 5100                      | Supplies & Materials           | 166,399        | 227,268        | 147,923         | 219,100             | 175,511        | 78,735            | 254,246        | 205,611         | (48,635)            |
| 5200                      | Contractual Services           | 29,911         | 37,800         | 11,124          | 33,350              | 37,550         | 15,000            | 52,550         | 34,850          | (17,700)            |
| 5300                      | Repair & Maintenance           | 16,329         | 15,000         | 7,632           | 15,264              | 15,500         | 0                 | 15,500         | 15,500          | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 24,500            | 24,500         | 24,500          | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>385,097</b> | <b>457,835</b> | <b>249,444</b>  | <b>443,481</b>      | <b>407,148</b> | <b>118,235</b>    | <b>525,383</b> | <b>462,624</b>  | <b>(62,759)</b>     |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

| <b>CITY MANAGER CHANGES</b>                                     |                 |
|---|-----------------|
| Salary Adjustment for Information Technology Director           | 3,576           |
| Decrease in Funds for Telephone Costs                           | (200)           |
| Reduction in Funds for Training Expenses                        | (2,500)         |
| Deferral of Funds for Financial Software Consultant             | (15,000)        |
| Deferral of Funds for Mobile Data Terminals for Fire Department | (7,500)         |
| Deferral of Funds for Firehouse Mobile Software                 | (38,300)        |
| Deferral of Funds for Firehouse Scheduling Software             | (1,335)         |
| Deferral of Funds for Firehouse Inspector Software              | (1,500)         |
| <b>CITY COUNCIL CHANGES</b>                                     |                 |
| None  | 0               |
| <b>TOTAL CHANGES</b>  | <b>(62,759)</b> |

**SUMMARY OF DECISION PACKAGES**

| <b>FUNDED</b>                                    |                |
|--|----------------|
| Dell AppAssure Backup Solution                   | 20,100         |
| Mobile Routers for Fire Department               | 10,000         |
| Police Department Server and Storage Replacement | 24,500         |
| <b>NOT FUNDED</b>                                |                |
| Financial Software Consultant                    | 15,000         |
| Mobile Data Terminals for Fire Department        | 7,500          |
| Firehouse Mobile Software                        | 38,300         |
| Firehouse Scheduling Software                    | 1,335          |
| Firehouse Inspector Software                     | 1,500          |
| <b>TOTAL DECISION PACKAGES</b>                   | <b>118,235</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**STAFF SERVICES**

**PERSONNEL**

**PERSONNEL**

**01-24-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15  |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                |                | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5100                      | Supplies & Materials           | 561            | 700      | 410             | 700                 | 800         | 2,800             | 3,600         | 3,400           | (200)               |
| 5200                      | Contractual Services           | 43,698         | 40,950   | 28,231          | 48,450              | 47,150      | 0                 | 47,150        | 45,900          | (1,250)             |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 44,258         | 41,650   | 28,640          | 49,150              | 47,950      | 2,800             | 50,750        | 49,300          | (1,450)             |

|                           |   |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>  |                |
|--|----------------|
| Decrease in Funds for Office Supplies (electronic direct deposits) | (200)          |
| Reduction in Funds for Professional Services                       | (1,000)        |
| Decrease in Funds for Printing Services (payroll checks)           | (250)          |
| <b>CITY COUNCIL CHANGES</b>  |                |
| None   | 0              |
| <b>TOTAL CHANGES</b>   | <b>(1,450)</b> |

| <b>FUNDED</b>                                      |              |
|--|--------------|
| Scantron Equipment for Grading Civil Service Exams | 2,800        |
| <b>NOT FUNDED</b>                                  |              |
| None   | 0            |
| <b>TOTAL DECISION PACKAGES</b>                     | <b>2,800</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**MANAGEMENT SERVICES**

**01-31-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |                |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 293,595        | 301,953        | 144,282         | 298,952             | 308,337        | 0                 | 308,337        | 316,110         | 7,773               |
| 5100                      | Supplies & Materials           | 492            | 500            | 114             | 500                 | 500            | 0                 | 500            | 500             | 0                   |
| 5200                      | Contractual Services           | 7,736          | 7,700          | 3,723           | 7,525               | 7,700          | 0                 | 7,700          | 7,525           | (175)               |
| 5300                      | Repair & Maintenance           | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>301,823</b> | <b>310,153</b> | <b>148,119</b>  | <b>306,977</b>      | <b>316,537</b> | <b>0</b>          | <b>316,537</b> | <b>324,135</b>  | <b>7,598</b>        |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0 | 2 | 2 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES  |              |
|---|--------------|
| Salary Adjustment for Police Chief and Administrative Manager | 7,773        |
| Decrease in Funds for Telephone Services                      | (175)        |
| <b>CITY COUNCIL CHANGES</b>                                   |              |
| None  | 0            |
| <b>TOTAL CHANGES</b>  | <b>7,598</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| NOT FUNDED                     |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**COMMUNICATIONS/RECORDS**

**01-31-02**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |                |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 687,104        | 825,078        | 361,199         | 740,214             | 690,336        | 69,215            | 759,551        | 768,617         | 9,066               |
| 5100                      | Supplies & Materials           | 6,386          | 7,900          | 3,957           | 7,900               | 7,900          | 0                 | 7,900          | 7,900           | 0                   |
| 5200                      | Contractual Services           | 53,166         | 54,367         | 25,008          | 54,340              | 58,840         | 0                 | 58,840         | 56,340          | (2,500)             |
| 5300                      | Repair & Maintenance           | 7,119          | 3,200          | 0               | 3,200               | 3,200          | 3,500             | 6,700          | 2,700           | (4,000)             |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>753,775</b> | <b>890,545</b> | <b>390,163</b>  | <b>805,654</b>      | <b>760,276</b> | <b>72,715</b>     | <b>832,991</b> | <b>835,557</b>  | <b>2,566</b>        |

|                           |   |   |   |   |   |   |    |    |   |
|---------------------------|---|---|---|---|---|---|----|----|---|
| <b>BUDGETED POSITIONS</b> | 9 | 9 | 9 | 9 | 9 | 1 | 10 | 10 | 0 |
|---------------------------|---|---|---|---|---|---|----|----|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                                     |              |
|---|--------------|
| Salary Adjustment for Communications/Records Employees          | 16,695       |
| Adjustment of Funds for Overtime and Associated Fringe Benefits | (7,629)      |
| Decrease in Funds for Electricity for Police Building           | (2,000)      |
| Reduction in Funds for Water and Sewer Services                 | (500)        |
| Decrease in Funds for Office Equipment Repair and Maintenance   | (500)        |
| Funding of Records Section Window Upgrade in 2014-15            | (3,500)      |
| <b>CITY COUNCIL CHANGES</b>                                     |              |
| None  | 0            |
| <b>TOTAL CHANGES</b>  | <b>2,566</b> |

| <b>FUNDED</b>   |               |
|---|---------------|
| Additional Communications Specialist full-time position | 69,215        |
| <b>NOT FUNDED</b>                                       |               |
| Upgrade Records Section Window                          | 3,500         |
| <b>TOTAL DECISION PACKAGES</b>                          | <b>72,715</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**PATROL**

**01-31-03**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL   | 2014-15          |                  |                     | 2015-16          |                   |                  |                  |                     |
|---------------------------|--------------------------------|------------------|------------------|------------------|---------------------|------------------|-------------------|------------------|------------------|---------------------|
|                           |                                |                  | BUDGETED         | ACTUAL 6 MONTHS  | ESTIMATED 12 MONTHS | BASE BUDGET      | DECISION PACKAGES | TOTAL REQUEST    | PROPOSED BUDGET  | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 3,199,883        | 3,467,321        | 1,656,504        | 3,413,271           | 3,396,443        | 0                 | 3,396,443        | 3,463,890        | 67,447              |
| 5100                      | Supplies & Materials           | 147,687          | 159,800          | 37,791           | 112,800             | 152,870          | 6,000             | 158,870          | 152,070          | (6,800)             |
| 5200                      | Contractual Services           | 17,785           | 18,100           | 8,661            | 21,850              | 19,200           | 0                 | 19,200           | 18,850           | (350)               |
| 5300                      | Repair & Maintenance           | 57,476           | 33,884           | 15,413           | 37,000              | 42,500           | 0                 | 42,500           | 38,500           | (4,000)             |
| 5400                      | Capital Outlay                 | 150,378          | 150,233          | 123,380          | 123,380             | 185,000          | 0                 | 185,000          | 185,000          | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>3,573,209</b> | <b>3,829,338</b> | <b>1,841,749</b> | <b>3,708,301</b>    | <b>3,796,013</b> | <b>6,000</b>      | <b>3,802,013</b> | <b>3,858,310</b> | <b>56,297</b>       |

|                           |    |    |    |    |    |   |    |    |   |
|---------------------------|----|----|----|----|----|---|----|----|---|
| <b>BUDGETED POSITIONS</b> | 33 | 33 | 33 | 33 | 33 | 0 | 33 | 33 | 0 |
|---------------------------|----|----|----|----|----|---|----|----|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                                   |               |
|---|---------------|
| Salary Adjustment for Patrol Activity Employees               | 76,855        |
| Decrease in Funds for Overtime and Associated Fringe Benefits | (9,408)       |
| Reduction in Funds for Office Supplies                        | (800)         |
| Funding of Ten Hand Guns through Narcotics Account            | (6,000)       |
| Decrease in Funds for Telephone Services                      | (350)         |
| Reduction in Funds for Vehicle Maintenance                    | (3,000)       |
| Decrease in Funds for Radio Equipment Maintenance             | (1,000)       |
| <b>CITY COUNCIL CHANGES</b>                                   |               |
| None  | 0             |
| <b>TOTAL CHANGES</b>  | <b>56,297</b> |

| <b>FUNDED</b>   |              |
|---|--------------|
| None  | 0            |
| <b>NOT FUNDED</b>                                     |              |
| Replacement of Ten Police-Department Issued Hand Guns | 6,000        |
| <b>TOTAL DECISION PACKAGES</b>                        | <b>6,000</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**C. I. S.**

**01-31-04**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |                |                 |                     | 2015-16          |                   |                  |                  |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|------------------|-------------------|------------------|------------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET      | DECISION PACKAGES | TOTAL REQUEST    | PROPOSED BUDGET  | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 628,262        | 704,660        | 280,678         | 623,546             | 965,369          | 0                 | 965,369          | 978,737          | 13,368              |
| 5100                      | Supplies & Materials           | 12,076         | 17,850         | 4,314           | 11,300              | 11,900           | 5,700             | 17,600           | 11,900           | (5,700)             |
| 5200                      | Contractual Services           | 19,105         | 15,900         | 9,035           | 24,200              | 19,850           | 0                 | 19,850           | 18,200           | (1,650)             |
| 5300                      | Repair & Maintenance           | 4,737          | 4,200          | 2,770           | 5,700               | 4,200            | 0                 | 4,200            | 4,200            | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0                | 0                 | 0                | 0                | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>664,181</b> | <b>742,610</b> | <b>296,798</b>  | <b>664,746</b>      | <b>1,001,319</b> | <b>5,700</b>      | <b>1,007,019</b> | <b>1,013,037</b> | <b>6,018</b>        |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 6 | 6 | 6 | 6 | 6 | 0 | 6 | 6 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                                  |              |
|---|--------------|
| Salary Adjustment of CIS Activity Employees           | 22,416       |
| Adjustment of Overtime and Associated Fringe Benefits | (9,048)      |
| Funding of Ballistic Vests through Narcotics Account  | (5,700)      |
| Adjustment of Funds for Telephone Services            | (1,150)      |
| Decrease in Funds for Professional Services           | (500)        |
| <b>CITY COUNCIL CHANGES</b>                           |              |
| None  | 0            |
| <b>TOTAL CHANGES</b>                                  | <b>6,018</b> |

| FUNDED                         |              |
|--------------------------------|--------------|
| None                           | 0            |
| <b>NOT FUNDED</b>              |              |
| Ballistic Raid Vests           | 5,700        |
| <b>TOTAL DECISION PACKAGES</b> | <b>5,700</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**CRIME PREVENTION**

**01-31-05**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 123,744        | 108,817  | 51,957          | 108,977             | 109,716     | 0                 | 109,716       | 112,140         | 2,424               |
| 5100                      | Supplies & Materials           | (2,133)        | 700      | 196             | 700                 | 700         | 0                 | 700           | 700             | 0                   |
| 5200                      | Contractual Services           | 233            | 950      | 35              | 950                 | 950         | 0                 | 950           | 950             | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 121,844        | 110,467  | 52,189          | 110,627             | 111,366     | 0                 | 111,366       | 113,790         | 2,424               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                           |  |              |
|--|--|--------------|
| Salary Adjustment for Crime Prevention Officer |  | 2,424        |
| CITY COUNCIL CHANGES                           |  |              |
| None   |  | 0            |
| <b>TOTAL CHANGES</b>                           |  | <b>2,424</b> |

| FUNDED                         |  |          |
|--------------------------------|--|----------|
| None                           |  | 0        |
| NOT FUNDED                     |  |          |
| None                           |  | 0        |
| <b>TOTAL DECISION PACKAGES</b> |  | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**SCHOOL SAFETY**

**01-31-06**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 26,357         | 28,873   | 13,961          | 28,873              | 28,873      | 0                 | 28,873        | 28,873          | 0                   |
| 5100                      | Supplies & Materials           | 0              | 200      | 0               | 200                 | 200         | 0                 | 200           | 200             | 0                   |
| 5200                      | Contractual Services           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 26,357         | 29,073   | 13,961          | 29,073              | 29,073      | 0                 | 29,073        | 29,073          | 0                   |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 6 | 6 | 6 | 6 | 6 | 0 | 6 | 6 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

|                             |          |
|-----------------------------|----------|
| <b>CITY MANAGER CHANGES</b> |          |
| None                        | 0        |
| <b>CITY COUNCIL CHANGES</b> |          |
| None                        | 0        |
| <b>TOTAL CHANGES</b>        | <b>0</b> |

|                                |          |
|--------------------------------|----------|
| <b>FUNDED</b>                  |          |
| None                           | 0        |
| <b>NOT FUNDED</b>              |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**POLICE**

**ANIMAL CONTROL**

**01-31-07**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15  |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                |                | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 83,817         | 100,277  | 44,836          | 98,264              | 104,250     | 0                 | 104,250       | 105,221         | 971                 |
| 5100                      | Supplies & Materials           | 4,365          | 5,925    | 1,384           | 4,325               | 4,925       | 0                 | 4,925         | 4,925           | 0                   |
| 5200                      | Contractual Services           | 6,357          | 7,275    | 2,652           | 6,775               | 7,575       | 0                 | 7,575         | 7,075           | (500)               |
| 5300                      | Repair & Maintenance           | 1,301          | 2,600    | 1,976           | 3,200               | 2,600       | 0                 | 2,600         | 2,500           | (100)               |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 95,840         | 116,077  | 50,849          | 112,564             | 119,350     | 0                 | 119,350       | 119,721         | 371                 |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                  |            |
|--|------------|
| Salary Adjustment for Animal Control Officer | 1,662      |
| Decrease in Funds for Overtime               | (691)      |
| Adjustment of Funds for Electricity          | (500)      |
| Decrease in Funds for Telephone Costs        | (100)      |
| <b>CITY COUNCIL CHANGES</b>                  |            |
| None   | 0          |
| <b>TOTAL CHANGES</b>                         | <b>371</b> |

| <b>FUNDED</b>                  |          |
|--------------------------------|----------|
| None                           | 0        |
| <b>NOT FUNDED</b>              |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**FIRE**

**FIRE**

**01-32-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL   | 2014-15          |                  |                     | 2015-16          |                   |                  |                  |                     |
|---------------------------|--------------------------------|------------------|------------------|------------------|---------------------|------------------|-------------------|------------------|------------------|---------------------|
|                           |                                |                  | BUDGETED         | ACTUAL 6 MONTHS  | ESTIMATED 12 MONTHS | BASE BUDGET      | DECISION PACKAGES | TOTAL REQUEST    | PROPOSED BUDGET  | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 2,083,570        | 2,384,528        | 1,065,070        | 2,277,407           | 2,450,965        | 644,066           | 3,095,031        | 2,738,994        | (356,037)           |
| 5100                      | Supplies & Materials           | 88,619           | 84,000           | 59,705           | 81,255              | 83,400           | 7,600             | 91,000           | 89,000           | (2,000)             |
| 5200                      | Contractual Services           | 56,878           | 58,350           | 24,042           | 56,700              | 60,950           | 0                 | 60,950           | 59,100           | (1,850)             |
| 5300                      | Repair & Maintenance           | 78,801           | 63,500           | 29,922           | 63,500              | 71,500           | 0                 | 71,500           | 66,500           | (5,000)             |
| 5400                      | Capital Outlay                 | 0                | 534,120          | 0                | 534,120             | 0                | 0                 | 0                | 0                | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>2,307,869</b> | <b>3,124,498</b> | <b>1,178,739</b> | <b>3,012,982</b>    | <b>2,666,815</b> | <b>651,666</b>    | <b>3,318,481</b> | <b>2,953,594</b> | <b>(364,887)</b>    |

|                           |    |    |    |    |    |   |    |    |     |
|---------------------------|----|----|----|----|----|---|----|----|-----|
| <b>BUDGETED POSITIONS</b> | 16 | 16 | 16 | 16 | 19 | 8 | 27 | 24 | (3) |
|---------------------------|----|----|----|----|----|---|----|----|-----|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                                 |                  |
|---|------------------|
| Salary Adjustment for Fire Department Employees             | 51,419           |
| Elimination of Six ACFSU Part-Time Positions                | (76,800)         |
| Decrease in Overtime Pay and Fringe Benefits                | (65,909)         |
| Deferral of Three Full-Time Firefighter/Paramedic Positions | (264,747)        |
| Reduction of Funds for Miscellaneous Supplies               | (1,000)          |
| Decrease in Funds for Minor Equipment                       | (1,000)          |
| Reduction in Funds for Natural Gas Expenses                 | (150)            |
| Decrease in Funds for Water and Sewer Services              | (600)            |
| Adjustment of Funds for Telephone Expenses                  | (1,000)          |
| Reduction in Funds for Cable Television Services            | (100)            |
| Decrease in Funds for Radio Equipment Maintenance           | (3,000)          |
| Reduction in Funds for Maintenance of Other Equipment       | (2,000)          |
| <b>CITY COUNCIL CHANGES</b>                                 |                  |
| None  |                  |
| <b>TOTAL CHANGES</b>  | <b>(364,887)</b> |

| <b>FUNDED</b>                                   |                |
|---|----------------|
| Three Full-Time Firefighter/EMT Positions       | 202,821        |
| Two Full-Time Firefighter/Paramedic Positions   | 176,498        |
| Four Class A HazMat Suits                       | 7,600          |
| <b>NOT FUNDED</b>                               |                |
| Three Full-Time Firefighter/Paramedic Positions | 264,747        |
| <b>TOTAL DECISION PACKAGES</b>                  | <b>651,666</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**FIRE**

**AMBULANCE**

**01-32-02**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15        |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                |                | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| 5100                      | Supplies & Materials           | 62,339         | 81,500         | 46,436          | 79,500              | 79,300         | 0                 | 79,300         | 79,300          | 0                   |
| 5200                      | Contractual Services           | 9,288          | 14,900         | 6,236           | 13,650              | 14,150         | 0                 | 14,150         | 13,700          | (450)               |
| 5300                      | Repair & Maintenance           | 19,912         | 21,500         | 10,639          | 21,500              | 21,500         | 0                 | 21,500         | 21,500          | 0                   |
| 5400                      | Capital Outlay                 | 0              | 106,000        | 158,998         | 108,998             | 0              | 248,000           | 248,000        | 0               | (248,000)           |
| <b>TOTAL EXPENDITURES</b> |                                | <b>91,539</b>  | <b>223,900</b> | <b>222,309</b>  | <b>223,648</b>      | <b>114,950</b> | <b>248,000</b>    | <b>362,950</b> | <b>114,500</b>  | <b>(248,450)</b>    |

|                           |   |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|---|

| EXPLANATION OF CHANGES FROM REQUEST                            |                  |
|--|------------------|
| <b>CITY MANAGER CHANGES</b>                                    |                  |
| Reduction in Funds for Printing Services                       | (350)            |
| Decrease in Funds for Telephone Charges                        | (100)            |
| Funding of Ambulance through Capital Asset Replacement Account | (124,000)        |
| Deferral of Ambulance Replacement until 2016-17                | (124,000)        |
| <b>CITY COUNCIL CHANGES</b>                                    |                  |
| None   | 0                |
| <b>TOTAL CHANGES</b>   | <b>(248,450)</b> |

| SUMMARY OF DECISION PACKAGES   |                |
|--------------------------------|----------------|
| <b>FUNDED</b>                  |                |
| None                           | 0              |
| <b>NOT FUNDED</b>              |                |
| Replacement of Two Ambulances  | 248,000        |
| <b>TOTAL DECISION PACKAGES</b> | <b>248,000</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**MUNICIPAL COURT**

**MUNICIPAL COURT**

**01-33-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15  |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                |                | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 206,228        | 209,466  | 100,917         | 208,691             | 187,027     | 0                 | 187,027       | 189,940         | 2,913               |
| 5100                      | Supplies & Materials           | 1,655          | 1,200    | 555             | 1,200               | 1,200       | 0                 | 1,200         | 1,200           | 0                   |
| 5200                      | Contractual Services           | 2,273          | 3,500    | 1,144           | 4,090               | 4,400       | 0                 | 4,400         | 4,400           | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 210,157        | 214,166  | 102,616         | 213,981             | 192,627     | 0                 | 192,627       | 195,540         | 2,913               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0 | 2 | 2 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES   |              |
|--|--------------|
| Salary Adjustment for Municipal Court Clerk and Deputy Court Clerk | 2,913        |
| <b>CITY COUNCIL CHANGES</b>  |              |
| None   | 0            |
| <b>TOTAL CHANGES</b>   | <b>2,913</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| <b>NOT FUNDED</b>              |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SAFETY**

**CODE COMPLIANCE**

**CODE COMPLIANCE**

**01-34-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15  |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                |                | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 85,450         | 87,487   | 41,631          | 86,487              | 88,434      | 0                 | 88,434        | 90,469          | 2,035               |
| 5100                      | Supplies & Materials           | 1,801          | 2,350    | 610             | 1,350               | 1,350       | 0                 | 1,350         | 1,350           | 0                   |
| 5200                      | Contractual Services           | 5,993          | 5,850    | 539             | 4,850               | 4,850       | 0                 | 4,850         | 4,800           | (50)                |
| 5300                      | Repair & Maintenance           | 519            | 250      | 105             | 250                 | 415         | 0                 | 415           | 415             | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 93,762         | 95,937   | 42,884          | 92,937              | 95,049      | 0                 | 95,049        | 97,034          | 1,985               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                          |              |
|---|--------------|
| Salary Adjustment for Code Compliance Officer | 2,035        |
| Decrease in Funds for Telephone Expenses      | (50)         |
| <b>CITY COUNCIL CHANGES</b>                   |              |
| None  | 0            |
| <b>TOTAL CHANGES</b>                          | <b>1,985</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| NOT FUNDED                     |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SERVICES**

**MANAGEMENT SERVICES**

**MANAGEMENT SERVICES**

**01-41-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 153,713        | 154,085  | 81,798          | 152,585             | 177,986     | 0                 | 177,986       | 182,709         | 4,723               |
| 5100                      | Supplies & Materials           | 60             | 100      | 62              | 100                 | 100         | 0                 | 100           | 100             | 0                   |
| 5200                      | Contractual Services           | 2,893          | 6,630    | 2,973           | 6,723               | 24,677      | 0                 | 24,677        | 24,377          | (300)               |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 156,666        | 160,815  | 84,833          | 159,408             | 202,763     | 0                 | 202,763       | 207,186         | 4,423               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                           |              |
|--|--------------|
| Salary Adjustment for Public Services Director | 4,723        |
| Decrease in Funds for Telephone Services       | (300)        |
| <b>CITY COUNCIL CHANGES</b>                    |              |
| None   | 0            |
| <b>TOTAL CHANGES</b>                           | <b>4,423</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| NOT FUNDED                     |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SERVICES**

**PUBLIC WORKS**

**STREET MAINTENANCE**

**01-42-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15          |                  |                 |                     | 2015-16          |                   |                  |                  |                     |
|---------------------------|--------------------------------|------------------|------------------|-----------------|---------------------|------------------|-------------------|------------------|------------------|---------------------|
|                           |                                | 2013-14 ACTUAL   | BUDGETED         | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET      | DECISION PACKAGES | TOTAL REQUEST    | PROPOSED BUDGET  | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 645,281          | 690,856          | 330,495         | 680,851             | 704,027          | 0                 | 704,027          | 719,650          | 15,623              |
| 5100                      | Supplies & Materials           | 43,283           | 39,350           | 21,097          | 39,350              | 39,350           | 0                 | 39,350           | 39,350           | 0                   |
| 5200                      | Contractual Services           | 235,260          | 242,117          | 99,617          | 240,617             | 246,950          | 0                 | 246,950          | 238,350          | (8,600)             |
| 5300                      | Repair & Maintenance           | 299,974          | 385,200          | 68,505          | 385,200             | 387,150          | 0                 | 387,150          | 383,150          | (4,000)             |
| 5400                      | Capital Outlay                 | 49,070           | 0                | 0               | 0                   | 0                | 19,000            | 19,000           | 0                | (19,000)            |
| <b>TOTAL EXPENDITURES</b> |                                | <b>1,272,868</b> | <b>1,357,523</b> | <b>519,714</b>  | <b>1,346,018</b>    | <b>1,377,477</b> | <b>19,000</b>     | <b>1,396,477</b> | <b>1,380,500</b> | <b>(15,977)</b>     |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 8 | 8 | 8 | 8 | 8 | 0 | 8 | 8 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                                     |                 |
|---|-----------------|
| Salary Adjustment for Public Works Department Employees         | 15,623          |
| Decrease in Funds for Professional Services                     | (500)           |
| Reduction in Funds for Electricity Costs                        | (10,000)        |
| Decrease in Funds for Telephone Services                        | (100)           |
| Increase in Funds for Equipment Rental                          | 2,000           |
| Decrease in Funds for Vehicle Maintenance                       | (1,500)         |
| Reduction in Funds for Street Sign Maintenance                  | (2,500)         |
| Funding of Pick Up Truck from Capital Asset Replacement Account | (19,000)        |
| <b>CITY COUNCIL CHANGES</b>                                     |                 |
| None  | 0               |
| <b>TOTAL CHANGES</b>  | <b>(15,977)</b> |

| <b>FUNDED</b>                  |               |
|--------------------------------|---------------|
| None                           | 0             |
| <b>NOT FUNDED</b>              |               |
| Replacement of Pick Up Truck   | 19,000        |
| <b>TOTAL DECISION PACKAGES</b> | <b>19,000</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SERVICES**

**PARKS AND RECREATION**

**PARKS MAINTENANCE**

**01-43-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15        |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                |                | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 620,759        | 671,395        | 294,137         | 659,175             | 687,454        | 0                 | 687,454        | 702,777         | 15,323              |
| 5100                      | Supplies & Materials           | 32,191         | 32,800         | 11,509          | 32,840              | 31,200         | 3,250             | 34,450         | 32,950          | (1,500)             |
| 5200                      | Contractual Services           | 101,981        | 112,103        | 37,671          | 112,103             | 120,038        | 20,000            | 140,038        | 112,510         | (27,528)            |
| 5300                      | Repair & Maintenance           | 40,348         | 43,200         | 25,074          | 43,200              | 45,300         | 0                 | 45,300         | 44,550          | (750)               |
| 5400                      | Capital Outlay                 | 0              | 89,860         | 90,730          | 90,730              | 0              | 39,400            | 39,400         | 0               | (39,400)            |
| <b>TOTAL EXPENDITURES</b> |                                | <b>795,278</b> | <b>949,358</b> | <b>459,121</b>  | <b>938,048</b>      | <b>883,992</b> | <b>62,650</b>     | <b>946,642</b> | <b>892,787</b>  | <b>(53,855)</b>     |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 8 | 8 | 8 | 8 | 8 | 0 | 8 | 8 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

| EXPLANATION OF CHANGES FROM REQUEST                     |                 |
|---|-----------------|
| <b>CITY MANAGER CHANGES</b>                             |                 |
| Salary Adjustment for Parks Department Employees        | 15,323          |
| Decrease in Funds for Minor Equipment                   | (1,500)         |
| Continuation of Current Mowing Contract with No Changes | (20,000)        |
| Decrease in Funds for Electricity Costs                 | (5,203)         |
| Reduction in Funds for Water and Sewer Services         | (1,900)         |
| Decrease in Funds for Telephone Services                | (425)           |
| Reduction in Funds for Vehicle Maintenance              | (750)           |
| Purchase of 3/4 Ton Truck through CAR Account           | (19,000)        |
| Purchase of 72" Zero Turn Mower through CAR Account     | (10,500)        |
| Deferral of Purchase of Utility Vehicle                 | (9,900)         |
| <b>CITY COUNCIL CHANGES</b>                             |                 |
| None  | 0               |
| <b>TOTAL CHANGES</b>                                    | <b>(53,855)</b> |

| SUMMARY OF DECISION PACKAGES     |               |
|----------------------------------|---------------|
| <b>FUNDED</b>                    |               |
| Five Park Benches with Cushions  | 3,250         |
| <b>NOT FUNDED</b>                |               |
| One 72" Zero Turn Mower          | 10,500        |
| Replacement of One 3/4 Ton Truck | 19,000        |
| Utility Vehicle                  | 9,900         |
| Revision of Mowing Contract      | 20,000        |
| <b>TOTAL DECISION PACKAGES</b>   | <b>62,650</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SERVICES**

**SUPPORT SERVICES**

**FLEET MAINTENANCE**

**01-45-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 170,352        | 185,129  | 85,191          | 180,099             | 193,930     | 0                 | 193,930       | 198,076         | 4,146               |
| 5100                      | Supplies & Materials           | 6,067          | 9,950    | 5,235           | 9,950               | 10,900      | 0                 | 10,900        | 10,200          | (700)               |
| 5200                      | Contractual Services           | 12,503         | 12,625   | 6,006           | 12,625              | 13,925      | 0                 | 13,925        | 12,575          | (1,350)             |
| 5300                      | Repair & Maintenance           | 4,156          | 4,440    | 957             | 4,440               | 4,440       | 0                 | 4,440         | 4,350           | (90)                |
| 5400                      | Capital Outlay                 | 0              | 7,650    | 7,138           | 7,138               | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 193,077        | 219,794  | 104,527         | 214,252             | 223,195     | 0                 | 223,195       | 225,201         | 2,006               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0 | 2 | 2 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

| EXPLANATION OF CHANGES FROM REQUEST                     |              |
|---|--------------|
| <b>CITY MANAGER CHANGES</b>                             |              |
| Salary Adjustment for Fleet Superintendent and Mechanic | 4,146        |
| Decrease in Funds for Miscellaneous Equipment           | (700)        |
| Reduction in Funds for Professional Services            | (250)        |
| Decrease in Funds for Electricity Costs                 | (800)        |
| Reduction in Funds for Water and Sewer Services         | (200)        |
| Decrease in Funds for Telephone Expenses                | (100)        |
| Reduction in Funds for Radio Equipment Maintenance      | (90)         |
| <b>CITY COUNCIL CHANGES</b>                             |              |
| None  | 0            |
| <b>TOTAL CHANGES</b>                                    | <b>2,006</b> |

| SUMMARY OF DECISION PACKAGES   |          |
|--------------------------------|----------|
| <b>FUNDED</b>                  |          |
| None                           | 0        |
| <b>NOT FUNDED</b>              |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SERVICES**

**SUPPORT SERVICES**

**BUILDING MAINTENANCE**

**01-45-02**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15        |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                |                | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 140,834        | 161,860        | 75,261          | 156,814             | 165,877        | 0                 | 165,877        | 169,499         | 3,622               |
| 5100                      | Supplies & Materials           | 21,456         | 19,450         | 12,973          | 19,450              | 19,450         | 1,400             | 20,850         | 19,350          | (1,500)             |
| 5200                      | Contractual Services           | 32,312         | 32,290         | 13,533          | 32,290              | 35,200         | 68,000            | 103,200        | 42,600          | (60,600)            |
| 5300                      | Repair & Maintenance           | 24,359         | 58,500         | 40,914          | 58,500              | 25,500         | 122,470           | 147,970        | 25,500          | (122,470)           |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 0                 | 0              | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | <b>218,961</b> | <b>272,100</b> | <b>142,682</b>  | <b>267,054</b>      | <b>246,027</b> | <b>191,870</b>    | <b>437,897</b> | <b>256,949</b>  | <b>(180,948)</b>    |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0 | 2 | 2 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| <b>CITY MANAGER CHANGES</b>                                    |                  |
|--|------------------|
| Salary Adjustment for Building Maintenance Employees           | 3,622            |
| Decrease in Funds for Office Supplies                          | (100)            |
| Purchase of Propane Tank for City Hall Generator in 2014-15    | (1,400)          |
| Deletion of Funds for City Hall HVAC Study                     | (10,000)         |
| Deferral of Roof Replacement for Community Building            | (30,000)         |
| Deferral of City Hall Entrance Improvements                    | (16,758)         |
| Deferral of Lighting Replacement for City Hall Areas           | (46,000)         |
| Decrease in Funds for Electricity Costs                        | (2,500)          |
| Reduction in Funds for Water and Sewer Services                | (100)            |
| Deferral of City Hall Carpet Replacement                       | (45,112)         |
| Deferral of City Hall Ceiling Tile Replacement                 | (9,500)          |
| Deferral of Repainting Portions of City Hall and Senior Center | (15,100)         |
| Deferral of City Hall Curtain Replacement                      | (6,000)          |
| Completion of City Hall Soffit Light Evaluation in 2014-15     | (2,000)          |
| <b>CITY COUNCIL CHANGES</b>                                    |                  |
| None   | 0                |
| <b>TOTAL CHANGES</b>   | <b>(180,948)</b> |

| <b>FUNDED</b>                               |                |
|---|----------------|
| Video and Clean HVAC Ducts                  | 10,000         |
| <b>NOT FUNDED</b>                           |                |
| City Hall HVAC Ductwork Study               | 10,000         |
| Roof Replacement - Community Building       | 30,000         |
| City Hall Entrance Improvements             | 16,758         |
| Replace Lighting for City Hall Parking Lot  | 46,000         |
| Replace City Hall Carpet                    | 45,112         |
| Replace Ceiling Tiles at City Hall          | 9,500          |
| Repaint Portions of City Buildings          | 15,100         |
| Replace City Hall Curtains with Mini Blinds | 6,000          |
| Propane Tank for City Hall Generator        | 1,400          |
| City Hall Soffit Light Evaluation           | 2,000          |
| <b>TOTAL DECISION PACKAGES</b>              | <b>191,870</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**PUBLIC SERVICES**

**ENGINEERING**

**ENGINEERING**

**01-54-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |                |                 |                     | 2015-16        |                   |                |                 |                     |
|---------------------------|--------------------------------|----------------|----------------|-----------------|---------------------|----------------|-------------------|----------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED       | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET    | DECISION PACKAGES | TOTAL REQUEST  | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 245,067        | 254,412        | 120,760         | 249,431             | 256,067        | 0                 | 256,067        | 262,513         | 6,446               |
| 5100                      | Supplies & Materials           | 2,892          | 2,200          | 855             | 2,200               | 2,200          | 0                 | 2,200          | 1,950           | (250)               |
| 5200                      | Contractual Services           | 12,316         | 21,975         | 500             | 21,975              | 22,115         | 0                 | 22,115         | 17,005          | (5,110)             |
| 5300                      | Repair & Maintenance           | 1,592          | 500            | 0               | 500                 | 500            | 0                 | 500            | 500             | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0              | 0               | 0                   | 0              | 19,000            | 19,000         | 0               | (19,000)            |
| <b>TOTAL EXPENDITURES</b> |                                | <b>261,867</b> | <b>279,087</b> | <b>122,115</b>  | <b>274,106</b>      | <b>280,882</b> | <b>19,000</b>     | <b>299,882</b> | <b>281,968</b>  | <b>(17,914)</b>     |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0 | 2 | 2 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

| EXPLANATION OF CHANGES FROM REQUEST                              |                 |
|--|-----------------|
| <b>CITY MANAGER CHANGES</b>                                      |                 |
| Salary Adjustment for Engineer and Public Improvements Inspector | 6,446           |
| Decrease in Funds for Office Supplies                            | (100)           |
| Reduction in Funds for Motor Vehicle Supplies                    | (150)           |
| Decrease in Funds for Telephone Costs                            | (110)           |
| Reduction in Funds for Engineering Services                      | (5,000)         |
| Funding of Pick Up Truck through CAR Account                     | (19,000)        |
| <b>CITY COUNCIL CHANGES</b>                                      |                 |
| None   | 0               |
| <b>TOTAL CHANGES</b>   | <b>(17,914)</b> |

| SUMMARY OF DECISION PACKAGES   |               |
|--------------------------------|---------------|
| <b>FUNDED</b>                  |               |
| None                           | 0             |
| <b>NOT FUNDED</b>              |               |
| Replacement of Pick Up Truck   | 19,000        |
| <b>TOTAL DECISION PACKAGES</b> | <b>19,000</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**COMMUNITY DEVELOPMENT**

**COMMUNITY DEVELOPMENT MANAGEMENT SERVICES**

**01-51-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 209,105        | 207,534  | 103,120         | 207,534             | 208,107     | 0                 | 208,107       | 213,733         | 5,626               |
| 5100                      | Supplies & Materials           | 2,327          | 2,000    | 657             | 1,500               | 1,500       | 0                 | 1,500         | 1,500           | 0                   |
| 5200                      | Contractual Services           | 15,652         | 27,356   | 11,860          | 47,477              | 32,900      | 0                 | 32,900        | 32,900          | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 227,083        | 236,890  | 115,636         | 256,511             | 242,507     | 0                 | 242,507       | 248,133         | 5,626               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                      |  |              |
|---|--|--------------|
| Salary Adjustment for Deputy City Manager |  | 5,626        |
| CITY COUNCIL CHANGES                      |  |              |
| None                                      |  | 0            |
| <b>TOTAL CHANGES</b>                      |  | <b>5,626</b> |

| FUNDED                         |  |          |
|--------------------------------|--|----------|
| None                           |  | 0        |
| NOT FUNDED                     |  |          |
| None                           |  | 0        |
| <b>TOTAL DECISION PACKAGES</b> |  | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**COMMUNITY DEVELOPMENT PLANNING AND ZONING**

**PLANNING**

**01-52-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2013-14 ACTUAL | 2014-15  |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                |                | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 213,685        | 229,042  | 105,101         | 224,042             | 243,266     | 0                 | 243,266       | 249,328         | 6,062               |
| 5100                      | Supplies & Materials           | 528            | 1,000    | 69              | 1,000               | 1,000       | 0                 | 1,000         | 1,000           | 0                   |
| 5200                      | Contractual Services           | 7,172          | 9,935    | 2,946           | 9,935               | 9,935       | 0                 | 9,935         | 9,935           | 0                   |
| 5300                      | Repair & Maintenance           | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 221,385        | 239,977  | 108,116         | 234,977             | 254,201     | 0                 | 254,201       | 260,263         | 6,062               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 2 | 2 | 2 | 2 | 2 | 0 | 2 | 2 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                                     |  |              |
|--|--|--------------|
| Salary Adjustment for Planning Director and City Planner |  | 6,062        |
| CITY COUNCIL CHANGES                                     |  |              |
| None   |  | 0            |
| <b>TOTAL CHANGES</b>                                     |  | <b>6,062</b> |

| FUNDED                         |  |          |
|--------------------------------|--|----------|
| None                           |  | 0        |
| NOT FUNDED                     |  |          |
| None                           |  | 0        |
| <b>TOTAL DECISION PACKAGES</b> |  | <b>0</b> |

**ACTIVITY SUMMARY**

**PROPOSED BUDGET**

**COMMUNITY DEVELOPMENT INSPECTIONS**

**INSPECTIONS**

**01-53-01**

| ACCT NO.                  | EXPENDITURES BY CLASSIFICATION | 2014-15        |          |                 |                     | 2015-16     |                   |               |                 |                     |
|---------------------------|--------------------------------|----------------|----------|-----------------|---------------------|-------------|-------------------|---------------|-----------------|---------------------|
|                           |                                | 2013-14 ACTUAL | BUDGETED | ACTUAL 6 MONTHS | ESTIMATED 12 MONTHS | BASE BUDGET | DECISION PACKAGES | TOTAL REQUEST | PROPOSED BUDGET | CHANGES FR. REQUEST |
| 5000                      | Personal Services              | 281,526        | 297,632  | 144,116         | 294,950             | 304,894     | 0                 | 304,894       | 312,128         | 7,234               |
| 5100                      | Supplies & Materials           | 4,114          | 5,000    | 1,523           | 5,000               | 6,500       | 0                 | 6,500         | 5,000           | (1,500)             |
| 5200                      | Contractual Services           | 6,756          | 6,182    | 2,271           | 5,807               | 6,682       | 0                 | 6,682         | 6,032           | (650)               |
| 5300                      | Repair & Maintenance           | 669            | 1,000    | 411             | 1,000               | 2,000       | 0                 | 2,000         | 1,200           | (800)               |
| 5400                      | Capital Outlay                 | 0              | 0        | 0               | 0                   | 0           | 0                 | 0             | 0               | 0                   |
| <b>TOTAL EXPENDITURES</b> |                                | 293,066        | 309,814  | 148,321         | 306,757             | 320,076     | 0                 | 320,076       | 324,360         | 4,284               |

|                           |   |   |   |   |   |   |   |   |   |
|---------------------------|---|---|---|---|---|---|---|---|---|
| <b>BUDGETED POSITIONS</b> | 3 | 3 | 3 | 3 | 3 | 0 | 3 | 3 | 0 |
|---------------------------|---|---|---|---|---|---|---|---|---|

**EXPLANATION OF CHANGES FROM REQUEST**

**SUMMARY OF DECISION PACKAGES**

| CITY MANAGER CHANGES                                 |              |
|--|--------------|
| Salary Adjustment for Inspections Activity Employees | 7,234        |
| Decrease in Funds for Office Supplies                | (1,000)      |
| Reduction of Funds for Fuel and Vehicle Supplies     | (500)        |
| Decrease in Funds for Telephone Expenses             | (650)        |
| Reduction if Funds for Vehicle Maintenance           | (800)        |
| <b>CITY COUNCIL CHANGES</b>                          |              |
| None   | 0            |
| <b>TOTAL CHANGES</b>                                 | <b>4,284</b> |

| FUNDED                         |          |
|--------------------------------|----------|
| None                           | 0        |
| NOT FUNDED                     |          |
| None                           | 0        |
| <b>TOTAL DECISION PACKAGES</b> | <b>0</b> |

# **SECTION SIX DECISION PACKAGES**

## **SECTION SIX DECISION PACKAGES**

Departments asked for the funding of new programs in their 2015-16 Budget requests through the submission of decision packages. Decision packages are required when the department requests to: (a) add a new program, (b) delete an existing program and replace it with a new or different function or program, (c) request expenditures that exceed the total appropriation for the activity's 2014-15 Adopted Budget, or (d) request additional compensation for an employee or job classification or request adjustment to the City's compensation plan.

The total cost of all decision packages included as part of the department request totaled \$1,397,636 for the General Fund. General Fund decision packages are presented on a summary table. One supplemental decision package is also included. This table provides the following information about each decision package considered during review of the 2015-16 Budget: (1) department, (2) description (3) amount requested, (4) activity total, (5) decision package amount funded, and (6) activity total.

**CITY OF BENBROOK  
2015-16 PROPOSED BUDGET  
AUGUST 2015**

| <b>DEPARTMENT</b>                           | <b>DESCRIPTION</b>                                 | <b>AMOUNT<br/>REQUESTED</b> | <b>ACTIVITY<br/>TOTAL</b> | <b>FUNDED</b> | <b>ACTIVITY<br/>TOTAL</b> |
|---|--|-----------------------------|---------------------------|---------------|---------------------------|
| <b>GENERAL FUND DECISION PACKAGES</b>       |  |                             |                           |               |                           |
| <b>Information Technology</b>               | Dell AppAssure Backup Solution                     | 20,100                      |                           | 20,100        |                           |
|   | Mobile Routers for Fire Department                 | 10,000                      |                           | 10,000        |                           |
|   | Police Department Server and Storage Replacement   | 24,500                      |                           | 24,500        |                           |
|   | Mobile Data Terminals for Fire Department          | 7,500                       |                           | -             |                           |
|   | Firehouse Mobile Software for Fire Department      | 38,300                      |                           | -             |                           |
|   | Firehouse Scheduling Software for Fire Department  | 1,335                       |                           | -             |                           |
|   | Firehouse Inspector Software for Fire Department   | 1,500                       |                           | -             |                           |
|   | Consulting Services - Financial Software           | 15,000                      | 118,235                   | -             | 54,600                    |
| <b>Personnel</b>                            | Scantron Equipment to Grade Civil Service Exams    | 2,800                       | 2,800                     | 2,800         | 2,800                     |
| <b>Police - Communications Records</b>      | Communications Specialist Position                 | 69,215                      |                           | 69,215        |                           |
|   | Upgrade Records Section Window                     | 3,500                       | 72,715                    | -             | 69,215                    |
| <b>Police - Patrol</b>                      | Replacement of Ten (10) Department-Issued Handguns | 6,000                       | 6,000                     | *             | *                         |
| <b>Police - CIS</b>                         | CIS Ballistic Raid Vests                           | 5,700                       | 5,700                     | *             | *                         |
| <b>Fire</b>                                 | Five Full-Time Firefighter Paramedic Positions     | 441,245                     |                           | 176,498       |                           |
|   | Three Full-Time Firefighter/EMT Positions          | 202,821                     |                           | 202,821       |                           |
|   | Four (4) Class A Hazmat Suits                      | 7,600                       | 651,666                   | 7,600         | 386,919                   |
| <b>Ambulance</b>                            | Replacement of One Ambulance                       | 124,000                     |                           | **            | **                        |
|   | Replacement of One Ambulance                       | 124,000                     | 248,000                   | -             | -                         |
| <b>Public Services - Street Maintenance</b> | Replacement of One (1) 3/4 Ton Pickup Truck        | 19,000                      | 19,000                    | **            | **                        |
| <b>Public Services - Parks Maintenance</b>  | One (1) 72" Zero Turn Mower                        | 10,500                      |                           | **            | **                        |
|   | Replacement of One (1) 3/4 Ton Pickup Truck        | 19,000                      |                           | **            | **                        |
|   | Utility Vehicle                                    | 9,900                       |                           | -             |                           |
|   | Five (5) Park Benches                              | 3,250                       |                           | 3,250         |                           |
|   | Revise Current Mowing Contract                     | 20,000                      | 62,650                    | -             | 3,250                     |

|  |   |                  |                  |                |                |
|--|---|------------------|------------------|----------------|----------------|
| <b>Public Services - Building Maintenance</b>              | City Hall HVAC Ductwork Study                           | 10,000           |                  | -              |                |
|  | Video and Clean HVAC Ducts                              | 10,000           |                  | 10,000         |                |
|  | Roof Replacement - Community Building (Lions Club)      | 30,000           |                  | -              |                |
|  | City Hall Entrance Improvements                         | 16,758           |                  | -              |                |
|  | Replace Lighting - City Hall Parking Lot and Entrance   | 46,000           |                  | -              |                |
|  | Replace City Hall Carpet                                | 45,112           |                  | -              |                |
|  | Replace Ceiling Tiles at City Hall                      | 9,500            |                  | -              |                |
|  | Re-Paint City Hall and Senior Citizens Center (Brown Po | 15,100           |                  | -              |                |
|  | Replace City Hall Curtains with Mini Blinds             | 6,000            |                  | -              |                |
|  | Propane Tank for City Hall Generator                    | 1,400            |                  | -              |                |
|  | City Hall Soffit Light Evaluation                       | 2,000            | 191,870          | -              | 10,000         |
| <b>Public Services - Engineering</b>                       | Replacement of One (1) 3/4 Ton Pickup Truck             | 19,000           | 19,000           | **             | **             |
| <b>TOTAL GENERAL FUND DECISION PACKAGES</b>                |   | <b>1,397,636</b> | <b>1,397,636</b> | <b>526,784</b> | <b>526,784</b> |
| <b>* Funded through Police Narcotics Account</b>           |   |                  |                  |                |                |
| <b>** Funded through Capital Asset Replacement Account</b> |   |                  |                  |                |                |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**STAFF SERVICES**

**INFORMATION TECHNOLOGY**

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**INFORMATION TECHNOLOGY**

**01-23-01**

|   |                       |                                       |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>DECISION PACKAGE TITLE: Backup Solution</b>  |                       | <b>NUMBER: 1 of 8</b>                 |                                    |
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 20,100                                | 20,100                             |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 20,100                                | 20,100                             |
| <b><u>DESCRIPTION:</u></b><br>Dell AppAssure Backup Solution  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b><br>Dell AppAssure™ is advanced data protection that unifies backup, replication and recovery in one, easy-to-use software solution. AppAssure has the ability to provide near continuous access to data after an incident, maintaining productivity. The data backup will be restorable with the AppAssure ability to test file system as well as Microsoft Exchange and SQL Server application consistency. There is a built-in AppAssure ability to continually send updates to a virtual machine that can be activated in case of emergency.  |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b><br>The current system will continue; this system is not always reliable.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b><br>This type of data protection would also facilitate recovery from virus and malware attacks (such as cryptolocker) by allowing the City to recover the compromised data easily.<br><br>Quote #687641379 (\$20,061.24): This quote includes protection of all servers (physical/virtual) and Windows work stations under 5TB of total storage, Exchange/SQL log truncation and granular restores, unique Live Recovery, replication to a remote data center and/or other locations), and first year of 24/7 support and upgrades. Annual renewals for the appliances starting in year 2 would be \$4,180. |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

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| <b>DECISION PACKAGE TITLE: Mobile Routers for Fire Department</b>   |                       | <b>NUMBER: 2 of 8</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 10,000                                | 10,000                             |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 10,000                                | 10,000                             |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Cradlepoint Mobile Routers for the Fire Department  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| Replacement of the mi-fis with mobile routers will increase connectivity in the field, enhance and stabilize the connection, and reduce the number of problems and trouble tickets. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| The Fire Department will continue to use mi-fis; these devices are not reliable and break frequently.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| This request is for additional routers for the Fire Department. The Police Department uses routers and the deployment was very successful.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**STAFF SERVICES**

**INFORMATION TECHNOLOGY**

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**01-23-01**

| <b>DECISION PACKAGE TITLE: PD Servers &amp; Storage Replacement</b>   |                       | <b>NUMBER: 3 of 8</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  | 24,500                                | 24,500                             |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 24,500                                | 24,500                             |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| New Police Department Server and Storage System   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The VM hosts and the Synology Network Attached Storage device at the Police Department are close to end of life. The replacement would be a converged system with the Blade Server system plus a SAN that is locally attached. The virtual OS would be changed from Citrx Xen to VMWare Standard. This change would allow for better control over replication and recovery. It would improve the speed of the PD network significantly. The system requires one reboot for several server updates, as opposed to having to reboot each separately, reducing downtime. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| If the equipment is not replaced, there is a chance of server failure as well as NAS failure for the Police Department. Should failure of the equipment occur, the Police Department could lose sensitive data.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| The purchase of a non-converged system would actually cost more than the proposed converged system. This system has a 7 year warranty from Dell; the useful life qualifies the purchase as a Capital Outlay. The server and storage is \$20,000 - the OS switch from Citrix Xen to VMWare is \$4,000. There would be an annual fee to Vmware comparable to our Citrix annual fee.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

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STAFF SERVICES

INFORMATION TECHNOLOGY

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INFORMATION TECHNOLOGY

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| <b>DECISION PACKAGE TITLE: Mobile Data Terminals</b>  |                       | <b>NUMBER: 4 of 8</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 7,500                                 | -                                  |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 7,500                                 | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Mobile Data Terminals for the Fire Department - Three (3) Panasonic Semi-Rugged Toughbooks  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The Fire Department uses Mobile Data Terminals in daily operations while responding to calls. The MDTs are used to provide the most accurate times possible when responding to emergency incidents. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Fire Department staff will continue using their current computers.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
|   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**STAFF SERVICES**

**INFORMATION TECHNOLOGY**

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|  |                       |                                       |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>DECISION PACKAGE TITLE: Firehouse Mobile Software</b>   |                       | <b>NUMBER: 5 of 8</b>                 |                                    |
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  | 38,300                                | -                                  |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 38,300                                | -                                  |
| <b><u>DESCRIPTION:</u></b><br>Firehouse Mobile Software  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b><br>Firehouse Software is designed to be an all-inclusive fire department software. Firehouse mobile will integrate with the current Firehouse software and the Crimes dispatch software being used by the Police Department. This integration will allow for the systems to communicate with each other and greatly reduce the repetitive paperwork that has to be generated. Firehouse Mobile also includes immediate mapping; when crews board the truck, the map will be up and with the touch of one button turn-by-turn directions will begin. Firehouse Mobile will allow for pre-fire plans, traffic, conditions and hydrant locations to be available at all times in the cab of every apparatus. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b><br>Fire Department staff will have to continue using Crimes Mobile which is a much less efficient product that was designed for the Police Department. Crimes Mobile does not allow for turn by turn directions, readily accessible pre-fire plan command features, or firefighter safety features that Firehouse Mobile provides.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b><br>Firehouse Mobile software allows for incident commanders to have information about construction types, hazards, and utilities available at all times. Firehouse Mobile helps to ensure firefighter safety on the fireground by providing reminders of personnel accountability reports, possible collapse reports, and the water supply needed to extinguish the fire.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**STAFF SERVICES**

**INFORMATION TECHNOLOGY**

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**INFORMATION TECHNOLOGY**

**01-23-01**

| <b>DECISION PACKAGE TITLE: Firehouse Scheduling Software</b>   |                       | <b>NUMBER: 6 of 8</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  | 1,335                                 | -                                  |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 1,335                                 | -                                  |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Firehouse Scheduling Software  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| <p>Firehouse Software is designed to be an all-inclusive fire department software. Firehouse Scheduling will integrate with the current Firehouse software being used by the Fire Department. This integration will allow for the systems to communicate with each other and greatly reduce the repetitive paperwork that has to be generated daily. Firehouse Scheduling allows for firefighters to be assigned for apparatus for a particular shift. As the truck is entered into the CAD, the firefighter is automatically assigned in the Firehouse Software to the particular apparatus. Firehouse Scheduling software rotates the firefighters among the apparatus taking into consideration vacation, sick, and other leave time off.</p> |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Fire Department staff will continue to utilize spread sheets to assign trucks, approve/disapprove time off, and generate daily reports of staffing levels.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| The time saved by Firehouse Scheduling would have a positive impact on the operations of the Fire Department. and allow more time for training and inspections. Firehouse Scheduling would also decrease the amount of paperwork generated by the Fire Department on a daily basis.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

STAFF SERVICES

INFORMATION TECHNOLOGY

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INFORMATION TECHNOLOGY

01-23-01

| <b>DECISION PACKAGE TITLE: Firehouse Inspector Software</b>   |                       | <b>NUMBER: 7 of 8</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 1,500                                 | -                                  |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 1,500                                 | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Firehouse Inspector Software  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| Firehouse Software is designed to be an all-inclusive fire department software. Firehouse Inspector will integrate with the current Firehouse software being used by the Fire Department. This integration will allow for the systems to communicate with each other and reduce the time to complete a fire inspection, pre-fire plans, and permits. Firehouse Inspector also includes the ability for the command staff to schedule inspections to ensure all businesses are inspected and the proper permits are obtained for those businesses. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Fire Department staff will continue with a manual system that is a less-efficient product that requires a duplication of effort and requires many more trips and more time spent at the business.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| Firehouse Inspector greatly increases the efficiency of how the Fire Department would perform annual inspections. Permits would be able to be issued onsite and would be directly linked to the filing system included in the Firehouse software.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

STAFF SERVICES

INFORMATION TECHNOLOGY

AB - 10

INFORMATION TECHNOLOGY

01-23-01

| <b>DECISION PACKAGE TITLE: Consulting - Financial Software</b>   |                       | <b>NUMBER: 8 of 8</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  | 15,000                                | -                                  |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 15,000                                | -                                  |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Consulting services for possible replacement of financial software.  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| Current software is not fully meeting the City's needs. This is such a vital component of the operations of the City; a consulting firm could help identify processes, strengths, and weakness then compare those to the components of current software (including the newest version which is not yet available) and other software solutions and provide a plan of action. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Staff will continue operating with current software and will spend time reviewing other software.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
|  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

STAFF SERVICES

PERSONNEL

AB - 10

PERSONNEL

01-24-01

| <b>DECISION PACKAGE TITLE: Scantron Equipment to Grade Exams</b>  |                       | <b>NUMBER: 1 of 1</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 2,800                                 | 2,800                              |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 2,800                                 | 2,800                              |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Scantron Equipment to Grade Civil Service Exams   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The Civil Service Director conducts Civil Service Exams for Entry Level Officers and Police Promotional exams. The exams are graded manually. During the entry level exams a number of candidates are standing in line waiting for test score to determine if they can move on to the next step of the process. The use of Scantron equipment would speed up the process as well as reduce and/or eliminate errors from the manual grading process. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| The manual grading process would continue and possible result in some errors in the accuracy of the test score.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
|   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SAFETY**

**COMMUNICATIONS/RECORDS**

**AB - 10**

**POLICE**

**01-31-02**

|   |                       |                                       |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>DECISION PACKAGE TITLE: Communications Specialist Position</b>   |                       | <b>NUMBER: 1 of 2</b>                 |                                    |
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  | 69,215                                | 69,215                             |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 69,215                                | 69,215                             |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Reclassify Part-Time Communications Specialist Position to Full-Time  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The Communications Specialists are required to staff the dispatch office 24 hours per day, 7 days a week. They are responsible for the radio traffic from police, fire, EMS, and Animal Control; answering 9-1-1 and all non-emergency lines; taking care of the lobby traffic; monitoring all prisoners; as well as operating the computer-aided-dispatch system, and state and federal computer programs. Staffing one on-duty dispatcher and one Records clerk 24 hours per day enables staff to respond to fluctuations in call load. When the need for service exceeds the dispatchers capacity, the Records clerk is able to assist which ensures prompt, quality service for the citizens. One more full-time employee is needed to enable the department to staff Records 24/7 which creates a continual backup for dispatch personnel. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Dispatchers will continue to experience periods of high volume workload which delays our response to the citizens. Reclassifying the part-time position to full-time will allow for additional coverage at a reduced cost as the part-time expenditures will no longer be needed.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| Record clerks work independently in that section but are staffed 24 hours per day enabling them to provide relief during periods of high volume dispatch activity. This ensures 9-1-1, administrative lines and radio traffic are always appropriately staffed. With the increase in cell phone use, one incident can create numerous calls and easily exceed the dispatchers to handle the phones. An additional position will also insure the department's ability to cover vacation, sick leave and periods of FMLA leave.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SAFETY

COMMUNICATIONS/RECORDS

AB - 10

01-31-02

POLICE

| ACCOUNT TITLES  |  | ACCOUNT NUMBER | DEPARTMENT HEAD RECOMMENDATION | CITY MANAGER RECOMMENDATION |
|---|--|----------------|--------------------------------|-----------------------------|
| Personal Services   |  | 5000           |                                |                             |
| Supplies and Materials  |  | 5100           |                                |                             |
| Contractual Services  |  | 5200           |                                |                             |
| Repair and Maintenance  |  | 5300           | 3,500                          | 2014-15 Fiscal Year         |
| Capital Outlay  |  | 5400           |                                |                             |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |  |                | 3,500                          | 2014-15 Fiscal Year         |
| <b>DESCRIPTION:</b>   |  |                |                                |                             |
| Upgrade Records Section Window to Bullet Resistant Glass  |  |                |                                |                             |
| <b>JUSTIFICATION:</b>   |  |                |                                |                             |
| The reception window between the Records section and the lobby is the only barrier between PD personnel and the visitors to the department. Replacing the standard window with bullet resistant glass gives the employees an added layer of protection when they are assisting the public. The clerks are scheduled late at night and often work alone. the better insulated glass adds additional security for the civilian employees. |  |                |                                |                             |
| <b>CONSEQUENCES OF DISAPPROVAL:</b>   |  |                |                                |                             |
| It is imperative that the employees are protected to the best of our ability. Upgrading the window to one that is less penetrable is just one cost effective way we can insure their safety. The Records section is manned by unarmed civilian employees who often work alone in the building.  |  |                |                                |                             |
| <b>OTHER INFORMATION:</b>   |  |                |                                |                             |
| The dispatch office was expanded and remodeled in 2010 and their window was upgraded at that time. Upgrading the window between Records and the lobby has long been part of the departmental safety plan.   |  |                |                                |                             |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SAFETY**

**PATROL**

**AB - 10**

**POLICE**

**01-31-03**

| <b>DECISION PACKAGE TITLE: Replacement of Ten Handguns</b>   |                       | <b>NUMBER: 1 of 1</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  | 6,000                                 | Narcotics Fund                     |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 6,000                                 | Narcotics Fund                     |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replacement of Ten (10) Department-Issued Handguns   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The Police Department began purchasing department-issued handguns in 2001. These guns have performed well; however, years of use created wear and tear on internal parts, increasing the likelihood of malfunctions. Officer and citizen safety is of the utmost importance and for that reason, these weapons, that exceed fourteen years of service, need to be replaced. Officers who carry these weapons as well as the citizens they protect depend on their reliability daily. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Officers will continue to carry weapons that are less reliable than newer, more modern handguns.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| This program is the first step in a multi-year approach to replacing aging department-issued weapons.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SAFETY

CIS

AB - 10

POLICE

01-31-04

| <b>DECISION PACKAGE TITLE: CIS Ballistic Raid Vests</b>  |                       | <b>NUMBER: 1 of 1</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  | 5,700                                 | Narcotics Fund                     |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 5,700                                 | Narcotics Fund                     |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Supply CIS Personnel with Ballistic Raid Vests   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| Plainclothes personnel frequently respond to critical incidents, serve search and arrest warrants, and assist other agencies with high risk law enforcement activities. Detectives currently use vest carriers, which require them to transfer the ballistic panels from their patrol vest to the carrier. Raid vests will increase the safety of CIS Personnel and provide a more rapid response to critical incidents. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| CIS Personnel will continue to use vest carriers that require them to transfer the ballistic protection panels from their patrol vest to the carrier, then back again for use on patrol. This will not provide the same level of protection for the officer and will consume a significant amount of time that could be utilized to further the goals of that section.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| The Department of Justice reimburses fifty (50%) percent of the purchase price for approved ballistic vests. The department would be obtaining equipment that costs \$1,500 each but only have to invest \$750 each.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SAFETY**

**FIRE**

**AB - 10**

**FIRE**

**01-32-01**

| <b>DECISION PACKAGE TITLE: Five FireFighter/Paramedic Positions</b>  |                       | <b>NUMBER: 1 of 3</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| <b>Personal Services</b>   | <b>5000</b>           | 441,245                               | 176,498                            |
| <b>Supplies and Materials</b>  | <b>5100</b>           |                                       |                                    |
| <b>Contractual Services</b>  | <b>5200</b>           |                                       |                                    |
| <b>Repair and Maintenance</b>  | <b>5300</b>           |                                       |                                    |
| <b>Capital Outlay</b>  | <b>5400</b>           |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 441,245                               | 176,498                            |
| <b><u>DESCRIPTION:</u></b><br>Five Full-Time FireFighter/Paramedic Positions   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b><br>The volume for fire and EMS calls continues to increase primarily due to additional ambulance request calls. These calls require that a FireFighter/Paramedic respond. The Fire Department currently has one FireFighter/Paramedic position that works an 8:00 to 5:00 shift and six that work 24-hour shifts; two FireFighter/Paramedics work each shift. Hiring five additional FireFighter/Paramedics and assigning the other Paramedic to a shift provides two additional Paramedics for each shift. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b><br>Fire and EMS calls will continue to be under-staffed with the escalating call volume. Response times may increase resulting in lower resolution of EMS and fire calls.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b><br>Two of the requested five positions are included in the proposed budget. Funding of these positions is partially offset by decreases in projected overtime and by eliminating six part-time ACFSU positions.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SAFETY**

**FIRE**

**AB - 10**

**FIRE**

**01-32-01**

| <b>DECISION PACKAGE TITLE: Three FireFighter/EMT Positions</b>   |                       | <b>NUMBER: 2 of 3</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  | 202,821                               | 202,821                            |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 202,821                               | 202,821                            |
| <b><u>DESCRIPTION:</u></b><br>Three Full-Time FireFighter/EMT Positions  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b><br>The volume for fire and EMS calls continues to increase primarily due to additional ambulance request calls. These calls require that both a FireFighter/Paramedic and an EMT respond. In order for the Fire Department to operate two ambulances and one fire apparatus at one time, staffing levels need to be a minimum of eight per shift. This staffing level will allow the Fire Department to respond safely and quickly to the current number of EMS and fire calls. Approval of these three positions and the five requested FireFighter/Paramedic positions meets that demand. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b><br>Fire and EMS calls will continue to be under-staffed with the escalating call volume. Response times may increase resulting in lower resolution of EMS and fire calls.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b><br>Funding for this request is partially offset by a decrease in projected overtime pay and by the elimination of six part-time ACFSU positions.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SAFETY

FIRE

AB - 10

FIRE

01-32-01

| <b>DECISION PACKAGE TITLE: Four Class A Hazmat Suits</b>  |                       | <b>NUMBER: 3 of 3</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 7,600                                 | 7,600                              |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 7,600                                 | 7,600                              |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Four (4) Class A Hazmat Suits   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The current Class A hazmat suits have a shelf-life that expires in October 2015. In order to retain the Fire Department's hazmat capabilities, these class A suits need to be replaced. The new suits manufactured today do not have a shelf-life expiration date; replacement of suits in future years will not be dictated by shelf-life. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| The Fire Department's Class A hazmat suits will expire and unless they are replaced, the Fire Department will not be able to accomplish hazardous material emergency situations.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
|   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SAFETY

AMBULANCE

AB - 10

FIRE

01-32-02

| <b>DECISION PACKAGE TITLE: Replacement of One Ambulance</b>  |                       | <b>NUMBER: 1 of 2</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  | 124,000                               | CAR Account                        |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 124,000                               | CAR Account                        |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replacement of One Ambulance   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The 2009 model ambulance has accumulated over 80,000 miles during the six years that it has been in operation. The ambulance is facing increased maintenance costs and decreased dependability. With the continued escalation of EMS calls, the City needs reliable and dependable ambulances to respond to medical emergencies and to transport patients.<br>The Tarrant County ESD has offered financial assistance of \$50,000 towards the replacement of each ambulance. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Benbrook EMS will continue to transport patients and to respond to medical emergencies in older and less-reliable ambulances. If an ambulance is out-of-service due to maintenance or repair, response time may suffer.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| The cost reflected includes the Tarrant County ESD financial assistance offer of \$50,000 per ambulance. The projected cost of each ambulance is \$174,000; the City's net cost is \$124,000 per ambulance.<br>This ambulance will be replaced through Capital Asset Replacement (CAR) Account funding.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SAFETY

AMBULANCE

AB - 10

FIRE

01-32-02

| <b>DECISION PACKAGE TITLE: Replacement of One Ambulance</b>  |                       | <b>NUMBER: 2 of 2</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  | 124,000                               | -                                  |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 124,000                               | -                                  |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replacement of One Ambulance   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The 2009 model ambulance has accumulated over 80,000 miles during the six years that it has been in operation. The ambulance is facing increased maintenance costs and decreased dependability. With the continued escalation of EMS calls, the City needs reliable and dependable ambulances to respond to medical emergencies and to transport patients.<br>The Tarrant County ESD has offered financial assistance of \$50,000 towards the replacement of each ambulance. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Benbrook EMS will continue to transport patients and to respond to medical emergencies in older and less-reliable ambulances. If an ambulance is out-of-service due to maintenance or repair, response time may suffer.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| The cost reflected includes the Tarrant County ESD financial assistance offer of \$50,000 per ambulance. The projected cost of each ambulance is \$174,000; the City's net cost is \$124,000 per ambulance.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SERVICES

AB - 10

STREET MAINTENANCE

PUBLIC WORKS

01-42-01

| <b>DECISION PACKAGE TITLE: Pickup Truck</b>   |                       | <b>NUMBER: 1 of 1</b>                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  | 19,000                                | CAR Account                        |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 19,000                                | CAR Account                        |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Replacement of One 3/4 Ton Pickup Truck   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| Replace an aging pickup truck that is starting to develop many problems mechanically.           |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Will continue operating with current vehicle. Down time may exist due to availability of parts. |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| This vehicle will be replaced through the Capital Asset Replacement (CAR) Account.              |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**PARKS MAINTENANCE**

**AB - 10**

**PARKS AND RECREATION**

**01-42-01**

| <b>DECISION PACKAGE TITLE:</b> 72" Zero Turn Mower   |                       | <b>NUMBER:</b> 1 of 5                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  | 10,500                                | CAR Account                        |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 10,500                                | CAR Account                        |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| 72" 35HP Zero Turn Mower   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The Scag 72" zero turn mower is fourteen years old and is incapable of mowing for an entire week without breaking down. Yearly maintenance cost have well exceeded the limit of the total equipment's worth. In 2015, maintenance costs have exceeded \$2,000. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Additional funds will be invested on the maintenance of a failing piece of equipment. Productivity will continue to be impacted.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| This tractor will be replaced through the Capital Asset Replacement (CAR) Account.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**PARKS MAINTENANCE**

**AB - 10**

**PARKS AND RECREATION**

**01-43-01**

| <b>DECISION PACKAGE TITLE:</b> 3/4 Ton Truck  |                       | <b>NUMBER:</b> 2 of 5                 |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  | 19,000                                | CAR Account                        |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 19,000                                | CAR Account                        |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| 3/4 Ton, Single Cab, Gasoline Truck with an 8' Bed and Towing Package.  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The vehicle it will replace is seventeen years old and has 154,000 miles. This vehicle requires more maintenance and repair than expected for a vehicle of its age. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Money spent on maintenance and repair will exceed the total value of the vehicle.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| This vehicle replacement will be funded through the Capital Asset Replacement (CAR) Account.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**PARKS MAINTENANCE**

**AB - 10**

**PARKS AND RECREATION**

**01-43-01**

|   |                       |                                       |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>DECISION PACKAGE TITLE: Utility Vehicle</b>  |                       | <b>NUMBER: 3 of 5</b>                 |                                    |
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  | 9,900                                 | -                                  |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 9,900                                 | -                                  |
| <b><u>DESCRIPTION:</u></b><br>One Liquid-Cooled, Gas Engine, Two-Person Utility Vehicle (UTV)   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b><br>The Parks Department currently uses full-size trucks to access the interior of Dutch Branch Park to gather trash and perform maintenance activities. Some of the areas are very close to patrons and safety can be an issue. Patrons also see the trucks in the park and try to drive their vehicles in the park. The large trucks can damage turf and create ruts in the park. A smaller UTV is easier to maneuver in tight areas and is also easier and safer to operate along the Green Ribbon Project because a UTV can operate farther from the traffic along Highway 377. A UTV also assists the City if meeting the goals of the Clean Fleet Program by operating a more fuel-efficient vehicle. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b><br>Staff will continue to use current trucks to complete trash pick up and playground repairs. Staff will continue to operate as safely as possible with the above identified hazards.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b><br>The Parks Department has a UTV that has been in service for seven years. It was obtained for ball field preparation and to replace the use of large tractors on the fields. The Kawasaki Mule has served the department well and continues to do a great job on the fields. The new UTC would be a new piece of equipment to handle the growing trash and repair responsibilities.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**PARKS MAINTENANCE**

**AB - 10**

**PARKS AND RECREATION**

**01-43-01**

| <b>DECISION PACKAGE: Five Park Benches</b>  |                       | <b>NUMBER 4 of 5</b>                  |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 3,250                                 | 3,250                              |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE REQUEST</b>   |                       | 3,250                                 | 3,250                              |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Five (5) Commercial Park Benches  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| Currently there are no benches along the Dutch Branch Walking Track. Two of the benches will be placed around the walking track and three of the benches will be placed along the walking trails in the park. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Currently patrons using the walking track have to sit in the nearby bleachers to rest and there are no benches along the trail for patrons to use.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| Each bench costs \$550 plus \$100 for a pad.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

PUBLIC SERVICES

PARKS MAINTENANCE

AB - 10

PARKS AND RECREATION

01-43-01

| DECISION PACKAGE <b>Revise Current Mowing Contract</b>   |                | NUMBER 5 of 5                  |                             |
|--|----------------|--------------------------------|-----------------------------|
| ACCOUNT TITLES   | ACCOUNT NUMBER | DEPARTMENT HEAD RECOMMENDATION | CITY MANAGER RECOMMENDATION |
| Personal Services  | 5000           |                                |                             |
| Supplies and Materials   | 5100           |                                |                             |
| Contractual Services   | 5200           | 20,000                         | -                           |
| Repair and Maintenance   | 5300           |                                |                             |
| Capital Outlay   | 5400           |                                |                             |
| <b>TOTAL DECISION PACKAGE REQUEST</b>  |                | 20,000                         | -                           |
| <b>DESCRIPTION:</b><br>Revise current mowing contract to have contractor mow right-of-way (ROW) and City crews mow municipal buildings, parks, and drainage ditches.   |                |                                |                             |
| <b>JUSTIFICATION:</b><br>Currently, Parks crews mow City parks, ROWs, ditches/detention ponds, and the cemetery. They also maintain all flower beds. The Contractor mows the municipal building yards and the Green Ribbon. Switching duties would increase efficiency because City crews could work on municipal lawns, flower beds, and landscape at the same time without making multiple trips. It would be safer for the employees because it would remove them from the heaviest traveled ROW and it would reduce wear and tear on City equipment because ROW mowing is very hard on equipment. It would also free up staff to work on the Green Ribbon flower beds to keep them looking good since it is a gateway to the City. |                |                                |                             |
| <b>CONSEQUENCES OF DISAPPROVAL:</b><br>The Green Ribbon flower beds will take additional manpower to maintain. Keeping current manpower numbers as is and not adjusting the current mowing contract means that some needed maintenance work will be delayed.   |                |                                |                             |
| <b>OTHER INFORMATION:</b><br>The City also discussed with the mowing contractor to also include the cemetery and satellite parks to the mowing schedule and that cost was an additional \$40,000 over the original contract amount.  |                |                                |                             |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: City Hall HVAC Ductwork Study</b>  |                       | <b>NUMBER: 1 of 11</b>                |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  | 10,000                                | -                                  |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 10,000                                | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| City Hall HVAC Ductwork Feasibility Study   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The current HVAC ducts are failing or have failed at City Hall. This request includes hiring an HVAC consultant to determine the feasibility of relocating the ductwork to the ceiling. The roof support beams are very low so a creative solution is needed to relocate the ducts to the ceiling. A ductless system is another possible type of system to evaluate and consider. The study will provide options and the associated costs of each. The design costs are not included. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| City Hall will continue with the current system of ductwork in the flooring area.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
|   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Video and Clean HVAC Ducts</b>  |                       | <b>NUMBER: 2 of 11</b>                |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  | 10,000                                | 10,000                             |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 10,000                                | 10,000                             |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Video and Clean HVAC Ducts at City Hall  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The HVAC ducts contain large amounts of water. The sump pumps are operational, but not all the system drains to the sump pumps. The ducts should be videoed to determine their condition and if repairs are practical. Cleaning the ducts would improve the air quality in the building. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Air quality at Benbrook City Hall will continue at its current condition.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
|  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Roof Replacement - Community Building NUMBER: 3 of 11</b>   |                       |                                       |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  | 30,000                                | -                                  |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 30,000                                | -                                  |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replacement of Roof on Community Building (Lion's Club Building)   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The roof needs to be replaced. The current roof consists of a series of patches. The roofing contractor is having a difficult time locating non-damaged areas to tie in the new patches. After almost every rain event, a new leak develops. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Attempts will be made to continue patching the roof.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
|  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: City Hall Entrance Improvements</b>  |                       | <b>NUMBER: 4 of 11</b>                |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  | 16,758                                | -                                  |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 16,758                                | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Replace the Concrete Steps, Ramp, and Walkway in the Front of City Hall   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The walkway, steps, and ramp at the entrance to the Benbrook Municipal Building are in poor condition. The walkway has very large cracks, there are depressions on the steps where the concrete is missing, and the exposed aggregate is slick and may be difficult to walk on in wet and/or icy weather. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| The entrance to the Benbrook Municipal Building will continue to exist in its current state.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| The cost for plain concrete is \$14,950. The cost for exposed aggregate is \$16,758.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Replace Lighting - City Hall Parking Lot</b>  |                       | <b>NUMBER: 5 of 11</b>                |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  | 46,000                                |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 46,000                                |                                    |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replace Lights in City Hall Parking Lot and Entrance to City Hall  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The parking lot and building entrance for City Hall are poorly-lit and present safety hazards for night meetings. A lighting study recommended that the lights in the City Hall parking lot be replaced and new lights installed for the entrance to the building. These changes have not been implemented. The project consists of installing six light poles for the parking lot and three lights for the entrance to City Hall. The project total includes: design costs, lights and poles, and costs to provide power to the lights. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| The lighting facilities for the City Hall parking lot and building entrance will remain in their current condition.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
|  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Replace City Hall Carpet</b>  |                       | <b>NUMBER: 6 of 11</b>                |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  | 45,112                                | -                                  |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 45,112                                | -                                  |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replace Carpet at City Hall  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The carpet in City Hall is worn to the extent that the carpet has stretched so much that ridges have formed causing slip and trip hazards. In some offices, the ridges are high enough to cause a chair to stop rolling; an employee could potentially fall out of the chair resulting in an injury. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| The current carpet will remain at City Hall.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| The estimate is for commercial grade carpet tiles to be installed by professionals. The estimate also includes moving the furniture before and after the carpet is installed.<br>The cost to replace the carpet with the same tile as in the hallways is \$47,229.                                   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Replace Ceiling Tiles at City Hall</b>   |                       | <b>NUMBER: 7 of 11</b>                |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  | 9,500                                 | -                                  |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 9,500                                 | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Replace Ceiling Tiles at City Hall  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The ceiling tiles in City Hall are very old, water-stained, and of multiple colors due to wear and to painting over water stains. The cost estimate is for City staff to purchase and install the ceiling tiles with flush-mounted tiles. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| The current ceiling tiles will remain at City Hall.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| The estimate to replace the ceiling tiles with the same reveal is estimated to be \$13,000.   |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Re-Paint City Hall and Senior Center</b>   |                       | <b>NUMBER: 8 of 11</b>                |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  | 15,100                                | -                                  |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 15,100                                | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Exterior Painting of City Hall and Senior Citizen Building (Brown Portions Only)  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The brown portions of the exterior of City Hall and the Senior Citizen Building are various shades of brown and are peeling. The color variations result from assorted hues of brown used over the years to touch-up and re-paint areas. Rust is also visible on the exterior of the buildings. |                       |                                       |                                    |
| The estimate includes sanding, repairing, and painting the brown areas on the exterior of both buildings.   |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| City Hall and the Senior Citizen Building will continue to display mis-matched brown exteriors with rust spots and stains.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| The cost to sand, repair, and paint City Hall is \$9,500. The cost for the Senior Citizen Building is \$5,600.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Replace City Hall Curtains</b>  |                       | <b>NUMBER: 9 of 11</b>                |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  | 6,000                                 | -                                  |
| Capital Outlay   | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 6,000                                 | -                                  |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| Replace City Hall Curtains with Mini Blinds  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| Curtains throughout City Hall have been replaced with mini blinds on a piecemeal basis. The Council Chambers, the break room, and four offices still have curtains. This mixture of window treatments results in a haphazard appearance throughout the building. Funds are requested to install mini blinds in the break room and four offices. The Council Chamber curtains are not included in this request. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| Window treatments throughout City Hall will continue to be a random mixture of curtains and mini blinds.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
|  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: Propane Tank at City Hall</b>  |                       | <b>NUMBER: 10 of 11</b>               |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  | 1,400                                 | 2014-15 Fiscal Year                |
| Contractual Services  | 5200                  |                                       |                                    |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 1,400                                 | 2014-15 Fiscal Year                |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| Propane Tank at City Hall for Emergency Generator.  |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The emergency generator at City Hall operates off of propane cylinders. The generator will operate for approximately two to three hours off of one cylinder. The cylinders are heavy and difficult to change. A 250 gallon propane tank would be mounted on a pad next to the generator and could operate the generator for days at a time without having to be refilled. A propane company would be called when it is time to refill the propane tank. The tank could be screened from the road with a fence or landscaping. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| Maintenance staff would have to continue to change out the propane cylinders. Staff also has to take the cylinders to get refilled. The City has three cylinders which will last one to two days before having to get refilled.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| The propane tank will be purchased in the 2014-15 fiscal year.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**BUILDING MAINTENANCE**

**AB - 10**

**SUPPORT SERVICES**

**01-45-02**

| <b>DECISION PACKAGE TITLE: City Hall Soffit Light Evaluation</b>  |                       | <b>NUMBER: 11 of 11</b>               |                                    |
|---|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>   | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services   | 5000                  |                                       |                                    |
| Supplies and Materials  | 5100                  |                                       |                                    |
| Contractual Services  | 5200                  | 2,000                                 | -                                  |
| Repair and Maintenance  | 5300                  |                                       |                                    |
| Capital Outlay  | 5400                  |                                       |                                    |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>  |                       | 2,000                                 | -                                  |
| <b><u>DESCRIPTION:</u></b>  |                       |                                       |                                    |
| City Hall Soffit Light Evaluation   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>  |                       |                                       |                                    |
| The Soffit lights around City Hall do not operate. An electrician was asked to provide an estimate to make the repairs. The electrician stated the system has a short in it and it would have to be traced to determine the location (s) of the short. This estimate does not include the cost for any materials or replacement light fixtures. If the short is located fairly quickly, it might be possible to have all necessary repairs completed within this fiscal year. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>  |                       |                                       |                                    |
| City Hall Soffit lights will remain non-operational.  |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>  |                       |                                       |                                    |
| Completion of this project will occur in 2014-15 with financing coming from the current year budget.  |                       |                                       |                                    |

**DECISION PACKAGE DETAIL**

**COST CENTER DETAIL**

**PUBLIC SERVICES**

**ENGINEERING**

**AB - 10**

**ENGINEERING**

**01-54-01**

| <b>DECISION PACKAGE TITLE: One 3/4 Ton Pickup Truck</b>  |                       | <b>NUMBER: 1 of 1</b>                 |                                    |
|--|-----------------------|---------------------------------------|------------------------------------|
| <b>ACCOUNT TITLES</b>  | <b>ACCOUNT NUMBER</b> | <b>DEPARTMENT HEAD RECOMMENDATION</b> | <b>CITY MANAGER RECOMMENDATION</b> |
| Personal Services  | 5000                  |                                       |                                    |
| Supplies and Materials   | 5100                  |                                       |                                    |
| Contractual Services   | 5200                  |                                       |                                    |
| Repair and Maintenance   | 5300                  |                                       |                                    |
| Capital Outlay   | 5400                  | 19,000                                | CAR Account                        |
| <b>TOTAL DECISION PACKAGE EXPENDITURES REQUESTED</b>   |                       | 19,000                                | CAR Account                        |
| <b><u>DESCRIPTION:</u></b>   |                       |                                       |                                    |
| One 3/4 Ton Pickup Truck   |                       |                                       |                                    |
| <b><u>JUSTIFICATION:</u></b>   |                       |                                       |                                    |
| The current vehicle assigned to the Engineering Activity is a 2001 Chevrolet Silverado with over 100,000 miles accumulated. This vehicle is developing mechanical problems and other issues. |                       |                                       |                                    |
| <b><u>CONSEQUENCES OF DISAPPROVAL:</u></b>   |                       |                                       |                                    |
| The Public Works Inspector will continue operating with the current vehicle. Down time may develop due to availability of parts.   |                       |                                       |                                    |
| <b><u>OTHER INFORMATION:</u></b>   |                       |                                       |                                    |
| This vehicle will be funded through the Capital Asset Replacement Account.   |                       |                                       |                                    |

# **SECTION SEVEN DEBT SERVICE**

## **SECTION SEVEN DEBT SERVICE**

The first table provides a fund balance summary that shows the fund's beginning balance, revenues by source, expenditures by category, transfers, and ending balance. The Debt Service Fund is projected to begin the 2015-16 fiscal year with a fund balance of \$93,666 based on 2014-15 re-estimates of revenues, expenditures, transfers, and use of reserves. In 2015-16 revenues are projected to total \$426,558 and expenditures are projected to total \$936,948. A transfer in the amount of \$502,631 is scheduled for 2015-16 to the Debt Service Fund from the Storm Water Utility Fund for principal and interest costs for drainage projects financed through general obligation bonds. The use of \$7,759 in Debt Service Fund reserves is also scheduled for 2015-16; these funds are restricted and can only be used for payment of debt service principal and interest. The ending fund balance is projected to be \$85,907.

The second table provides a schedule of debt requirements from October 1, 2015 through maturity for all of the City's general obligation bonds. This table is supplemented by separate schedules for each bond issue: general obligation bonds issued in 2002 and re-financed in 2011, general obligation bonds issued in 2004 and re-financed in 2012, and general obligation bonds in 2005 and re-financed in 2013.

**DEBT SERVICE FUND  
FUND BALANCE SUMMARY  
2015-16**

**FUND DESCRIPTION**

The City of Benbrook Debt Service Fund was created by Ordinance 404, which was adopted August 25, 1975. The ordinance authorizes a tax to be levied on all real and personal property with the proceeds from said tax used to retire the principal and interest on all general purpose indebtedness. The Debt Service Fund accounts for the accumulation of resources, and the payment of general long-term principal and interest.

|   |         | <b>PROPOSED<br/>2015-16</b> |
|---|---------|-----------------------------|
| <b>BEGINNING BALANCE</b>                    |         | <b>93,666</b>               |
| <u>REVENUES</u>                             |         |                             |
| Ad Valorem Taxes                            | 426,558 |                             |
| Use of Money & Property                     | -       |                             |
| <b>TOTAL REVENUES</b>                       |         | <b>426,558</b>              |
| <b>TOTAL FUNDS AVAILABLE</b>                |         | <b>520,224</b>              |
| <u>EXPENDITURES</u>                         |         |                             |
| Bond Principal Retirements                  | 780,000 |                             |
| Certificate of Obligation Retirements       | -       |                             |
| Long-Term Note Retirements                  | -       |                             |
| Interest Expenses                           | 153,148 |                             |
| Agent Fees and Other Expenditures           | 3,800   |                             |
| <b>TOTAL EXPENDITURES</b>                   |         | <b>936,948</b>              |
| <b>AVAILABLE OVER (UNDER) EXPENDITURES</b>  |         | <b>(416,724)</b>            |
| <u>OTHER FINANCING SOURCES (USES)</u>       |         |                             |
| Transfers-In                                | 502,631 |                             |
| Transfers-Out                               | -       |                             |
| <b>TOTAL OTHER FINANCING SOURCES (USES)</b> |         | <b>502,631</b>              |
| <b>ENDING BALANCE</b>                       |         | <b>85,907</b>               |

DEBT SERVICE FUND  
 SCHEDULE OF REQUIREMENTS  
 OCTOBER 1, 2015 TO MATURITY

| Year<br>Ending<br>09-30 | <u>Principal</u>        | <u>Interest</u>       | <u>Total</u>            |
|-------------------------|-------------------------|-----------------------|-------------------------|
| ✓ 16                    | 780,000                 | 153,147               | 933,147                 |
| ✓ 17                    | 815,000                 | 136,015               | 951,015                 |
| ✓ 18                    | 835,000                 | 118,276               | 953,276                 |
| ✓ 19                    | 870,000                 | 99,939                | 969,939                 |
| ✓ 20                    | 895,000                 | 80,977                | 975,977                 |
| ✓ 21                    | 975,000                 | 57,967                | 1,032,967               |
| ✓ 22                    | 1,015,000               | 30,608                | 1,045,608               |
| ✓ 23                    | 245,000                 | 13,961                | 258,961                 |
| ✓ 24                    | 255,000                 | 8,486                 | 263,486                 |
| ✓ 25                    | 260,000                 | 2,847                 | 262,847                 |
| <b>TOTALS</b>           | <b><u>6,945,000</u></b> | <b><u>702,223</u></b> | <b><u>7,647,223</u></b> |

DEBT SERVICE FUNDS  
GENERAL OBLIGATION BONDS - 2002 (ORIGINAL ISSUE) 2011 (RE-ISSUED)  
SCHEDULE OF REQUIREMENTS

| Year<br>Ending<br>09-30 | Principal               | Interest              | Total                   |
|-------------------------|-------------------------|-----------------------|-------------------------|
| 16                      | 150,000                 | 65,779                | 215,779                 |
| 17                      | 155,000                 | 61,310                | 216,310                 |
| 18                      | 165,000                 | 56,622                | 221,622                 |
| 19                      | 170,000                 | 51,715                | 221,715                 |
| 20                      | 175,000                 | 46,660                | 221,660                 |
| 21                      | 735,000                 | 33,329                | 768,329                 |
| 22                      | 770,000                 | 11,281                | 781,281                 |
| <b>TOTALS</b>           | <b><u>2,320,000</u></b> | <b><u>326,695</u></b> | <b><u>2,646,695</u></b> |

**DEBT SERVICE FUND  
GENERAL OBLIGATION BONDS SERIES 2004 (ORIGINAL ISSUE) 2013 (RE-ISSUED)  
SCHEDULE OF REQUIREMENTS**

| <u>Year<br/>Ending<br/>09-30</u> | <u>Principal</u>        | <u>Interest</u>       | <u>Total</u>            |
|----------------------------------|-------------------------|-----------------------|-------------------------|
| ✓ 16                             | 210,000                 | 49,166                | 259,166                 |
| ✓ 17                             | 220,000                 | 44,457                | 264,457                 |
| ✓ 18                             | 220,000                 | 39,639                | 259,639                 |
| ✓ 19                             | 225,000                 | 34,766                | 259,766                 |
| 20                               | 230,000                 | 29,784                | 259,784                 |
| ✓ 21                             | 240,000                 | 24,638                | 264,638                 |
| ✓ 22                             | 245,000                 | 19,327                | 264,327                 |
| ✓ 23                             | 245,000                 | 13,961                | 258,961                 |
| ✓ 24                             | 255,000                 | 8,486                 | 263,486                 |
| 25                               | 260,000                 | 2,847                 | 262,847                 |
| <b>TOTALS</b>                    | <b><u>2,350,000</u></b> | <b><u>267,071</u></b> | <b><u>2,617,071</u></b> |

DEBT SERVICE FUNDS  
GENERAL OBLIGATION REFUNDING BONDS - SERIES 2005  
SCHEDULE OF REQUIREMENTS

| Year<br>Ending<br>09-30 | Principal               | Interest              | Total                   |
|-------------------------|-------------------------|-----------------------|-------------------------|
| 16                      | 420,000                 | 38,203                | 458,203                 |
| 17                      | 440,000                 | 30,248                | 470,248                 |
| 18                      | 450,000                 | 22,015                | 472,015                 |
| 19                      | 475,000                 | 13,459                | 488,459                 |
| 20                      | 490,000                 | 4,533                 | 494,533                 |
| <b>TOTALS</b>           | <b><u>2,275,000</u></b> | <b><u>108,456</u></b> | <b><u>2,383,456</u></b> |

# **SECTION EIGHT OTHER FUNDS**

## **SECTION EIGHT OTHER FUNDS**

Proposed expenditures are provided for the following special funds and accounts: (1) Marketing Director funded through the Hotel Motel Occupancy Tax, (2) Police Narcotics Fund, (3) TIF Fund, (4) Core Value Fund, (5) Capital Projects Fund Animal Shelter Account, (6) Capital Projects Fund Capital Asset Replacement Account, and (7) Storm Water Utility Fund.

**MARKETING DEPARTMENT  
HOTEL/MOTEL OCCUPANCY TAX FUND**

The 2015-16 Proposed Budget for the Marketing Department totals \$109,795. Salary costs for the Marketing Director total \$108,695 including salaries (including a three percent COLA); stability pay; FICA; health, dental, and life insurance; retirement through TMRS; workers' compensation insurance; unemployment insurance; and bilingual pay. The total for supplies and materials is \$600. Contractual services total \$500 for advertisements, printing services, telephone, dues and memberships, and training costs.

## **POLICE NARCOTICS FUND**

The Police Department has received approval for using \$11,500 in funds from the Police Narcotics Fund to purchase specialized equipment and supplies in 2015-16. Funds are included in the Police Narcotics Fund Account for replacement of ten department-issued hand guns and ballistic raid vests. Purchases will be made at the discretion of the Police Chief with approval from the City Manager.

## **TAX INCREMENT FINANCING (TIF) FUND**

In 2015-16, the Tax Increment Financing (TIF) Fund will receive an estimated \$685,283 from the General Fund for property tax revenue. Expenditures for 2015-16 include funds for the payment of principal, interest, and agent fees for certificates of obligation. Principal for the certificates of obligation issued in 2005 is \$170,000 and interest is \$21,930 for a total of \$191,930. Principal for certificates issued in 2012 is \$125,000 and interest is \$15,349 for a total of \$140,349. Principal for certificates issued in 2014 is \$140,000 and interest is \$16,684 for a total of \$156,684. The total payments for 2015-16 are \$488,963.

## **CORE VALUE FUND**

The 2013-14 Adopted Budget included the transfer of \$1,500,000 from the General Fund to the Core Value Fund to finance the utility relocation in 2013-14. This transfer is included in the 2013-14 re-estimate. The 2014-15 Budget includes the transfer of \$100,000 from General Fund reserves for landscaping costs for the Benbrook Boulevard project. No transfers are included in the 2015-16 Proposed Budget to the Core Value Fund.

## **CAPITAL PROJECTS FUND ANIMAL SHELTER ACCOUNT**

The 2015-16 Proposed Budget includes the transfer of \$550,000 from the General Fund reserves to the Capital Projects Fund Animal Shelter Account. An estimated \$50,000 is available for a needs assessment study for the Animal Shelter. The remaining \$500,000 is reserved for construction of the Animal Shelter in the future.

## **CAPITAL PROJECTS FUND CAPITAL ASSET REPLACEMENT ACCOUNT**

The 2015-16 Proposed Budget includes the transfer of \$250,000 from the General Fund to the Capital Projects Fund Capital Asset Replacement Account. These funds are intended for the replacement of one ambulance at an estimated cost of \$124,000; three trucks at an estimated cost of \$19,000 each for a total of \$57,000, and one mower for the Parks Department at a cost of \$10,500. Total costs for 2015-16 are estimated at \$191,500. Any remaining funds will be used to replace vehicles and equipment in future years.

## **STORM WATER UTILITY FUND**

The Storm Water Utility Fund's scheduled transfer to the Debt Service Fund for 2015-16 is \$502,631. This amount represents principal, interest, and agent fees associated with general obligation bonds issued for drainage and storm water projects. Debt Service payments for stormwater bonds for 2015-16 total \$45,000 for interest and \$27,775 for interest; the total is \$72,775.

Specific projects financed by the Storm Water Utility fees will be presented to the City Council for approval as funding needs arise in 2015-16.

**SECTION NINE  
ECONOMIC DEVELOPMENT  
CORPORATION**

## **SECTION NINE ECONOMIC DEVELOPMENT CORPORATION**

The 2015-16 Proposed Budget for the Economic Development Corporation will be presented to the City Council the first meeting in September 2015, after it has been reviewed and approved by the Benbrook Economic Development Corporation Board of Directors.

# **SECTION TEN SUPPLEMENTAL INFORMATION**

## **SECTION TEN SUPPLEMENTAL INFORMATION**

The Supplemental Information Section provides information regarding the City's budget process including: City Charter Requirements, Budget Process, Citizen Input and Public Hearings, and a Glossary of Terms.

## **CITY CHARTER REQUIREMENTS**

The City of Benbrook Charter, as approved by the Benbrook City Council in 1983 and amended in 1990 and again in 1997, has the following requirements for the City Budget:

### **Submission of the Budget**

On or before the first day in September of each year, the City Manager shall submit to the City Council a balanced budget for the ensuing fiscal year and an accompanying message.

### **The Budget Message**

The Budget Message shall explain the budget in fiscal terms and in terms of working programs for the ensuing fiscal year. It shall outline proposed financial policies of the City and shall include other materials as the City Manager deems necessary.

### **Budget Contents**

The budget shall contain the following:

1. Comparative figures for the estimated income and expenditures for the ensuing fiscal year compared to the combination of: actual income and expenditures through the latest complete accounting period that information is available for at the commencement of budget preparation, and the estimated income and expenditures for the incomplete portion of the current fiscal year.
2. The proposed expenditures of each office, department, or function.
3. A schedule showing the debt service requirement due on all outstanding indebtedness and on any proposed debt.
4. The source or basis of the estimate.
5. The total of the proposed expenditures shall not exceed the total estimated income and the balance of available funds.
6. The budget message shall include a forecast of a five-year estimate of revenues and expenditures and an explanation of its effect on taxation. The source or basis of the estimates shall be a part of the forecast.

### **Public Hearings on the Budget**

The Council shall hold at least one more public hearing on the proposed budget prior to the final adoption. Public Notice of the hearing(s) shall be published in the official medium not more than thirty days prior to the hearing(s). The City Secretary shall provide copies of the proposed budget to the public at cost, upon request.

### **Adoption of the Budget**

The City Council shall adopt the proposed budget, with or without amendment, after public hearings and before the first day of the ensuing fiscal year. Should the Council take no final action before the first day of the ensuing fiscal year, the amounts appropriated for the current fiscal year shall be deemed adopted on a month to month basis. Final adoption shall constitute appropriation of the expenditures proposed from funds so indicated.

### **Amendments after Adoption**

During the fiscal year, the City Council shall have the power to make budget adjustments. Expenditures that could not, by reasonable thought and attention, have been included in the original budget, may be authorized by the City Council. All such authorizations by the City Council shall be filed as amendments to the original budget, including the reasons for such amendments.

### **Defects in the Budget**

Defects in the form or preparation of the budget or the failure to perform any procedural requirements shall not invalidate any tax levy, nor shall it invalidate the tax roll.

## PUBLIC HEARINGS

The City Council will conduct two public hearings on the 2015-16 Budget and on the 2015-16 property tax rate. A separate public hearing on the property tax rate will be held to comply with the State's "Truth in Taxation" requirements. Notices on the public hearings, as well as a Summary of the 2015-16 Proposed Budget, will be published in the ***Benbrook News*** and on the City's website.

The public hearings on the 2015-16 Budget and 2015-16 property tax rate will be held in conjunction with the regular City Council meeting. Citizens will be allowed to voice their concerns and questions regarding the 2015-16 Budget and the property tax rate.

At a separate regular meeting of the City Council, the Council will vote to adopt the 2015-16 Budget and to set the property tax rate. Notices on the proposed ordinances, as well as a Summary of the 2015-16 Proposed Budget, will be posted on the City of Benbrook website at [www.benbrook-tx.gov](http://www.benbrook-tx.gov) and will be published in the ***Benbrook News***.

The State Legislature enacted legislation that requires municipal governments to hold two public on the budget and requires the governing body to post this information on the government's website.

## **THE BUDGET PROCESS**

### **December**

The Deputy City Manager and the Planning Director prepare the annual Capital Improvements Report (which lists proposed capital improvements along with the estimated cost, the means of financing the proposed improvements, and the year in which the proposed improvement project is scheduled to be undertaken). The City holds Public Hearings on the Capital Improvements Report.

### **January**

The City officially adopts the Capital Improvements Report that outlines capital improvement projects the City undertakes for the next five years.

### **April**

The Finance Director prepares the budget work papers for the various activity areas of the City with prior year actual and budgeted, current year budgeted amounts, current year six month totals, and current year estimated twelve month total (salary and fringe benefit costs only) pre-printed for each activity.

### **May**

The budget work papers are made available to the various Department Directors to prepare their budget request for the ensuing fiscal year. Worksheets, forms, and instructions are posted on the City's shared file.

The Finance Director prepares revenue re-estimates for the current fiscal year and revenue projections for the upcoming fiscal year.

### **June**

Department Directors return completed work papers to the Finance Director. The Finance Director prepares a summary of the departmental budget requests for the City Manager. The Finance Director also provides revenue re-estimates and projections to the City Manager along with re-estimated and projected fund balances for the next five years for the General Fund, Debt Service Fund, and these two funds combined. The City Manager uses these long-range projections as a target for reducing proposed expenditures in the Department budget requests. His goal is to balance proposed expenditures against the anticipated revenue and existing reserves to maintain fund balances at an acceptable level.

## **July**

The City Manager reviews the proposed activity budgets with each Department Director. At this time, some items are restored to the proposed activity budgets. Additional cuts usually are necessary to compensate for the items that have been restored to the various budget proposals.

The Finance Director prepares a Preliminary Budget Document that includes detailed revenue and expenditure summaries, fund balance estimates and projections, summaries of each activity's budget request along with documentation of all changes made by the City Manager, copies of all funded and unfunded decision packages, and a narrative explanation of the issues that City Council faces and resolves during the upcoming budget deliberations.

The City Manager and Finance Director meet with City Council to canvass Council Members on any program additions or deletions that City Council members request including in the Proposed Budget. At this meeting, the City Manager provides City Council with a brief summary of any anticipated budget problems. The City Council provides direction for the City Staff to follow in preparing the Preliminary Budget.

Towards the end of July (before or on July 25), the City receives assessed valuation totals from the Tarrant Appraisal District. The Finance Director and the Accountant finalize property tax revenue projections.

## **August**

The City Council begins conducting work sessions to review all of the Department budget requests. During these work sessions, Department Directors may meet with the City Council to discuss their proposed budget requests. The City Council also meets with any community group or organization that requests funding from the City of Benbrook.

The City Council continues to hold work sessions on the Proposed Budget until agreement is reached by a majority of City Council members on the level of spending to include for City programs and the means to finance these expenditures. When a Proposed Budget has been agreed upon, the Finance Director prepares a Summary of the Proposed Budget for distribution to the City Council, City Department Directors, concerned citizens, and the local media. The Finance Director calculates and publishes a notice of effective tax rate. Public meetings on the adoption of the Proposed Budget and Tax Rate are scheduled and notices of these meetings are published in the official newspaper. A brief summary of the Proposed Budget is also published in the newspaper.

The City Council holds public hearings on the Proposed Budget and on the Proposed Tax Rate (second meeting in August).

### **September**

The City Council holds second public hearings on the Proposed Budget (the first meeting in September) and on the Proposed Tax Rate (first meeting in September). The City Council adopts the annual budget and sets the tax rate at the next regularly-scheduled (the second meeting in September) Council Meeting after these public hearings have been conducted and after interested citizens have had an opportunity to address the City Council.

### **October, November, and December**

During October and November, the Finance Director prepares the Adopted Budget Document. Copies of the Adopted Budget are presented to the City Council before the end of the calendar year. Copies of the Adopted Budget Document are made available to the public.

## **CITIZEN INPUT AND PUBLIC HEARINGS**

The City of Benbrook's Annual Budget process is a lengthy one which requires input from each of the City's Department Directors, City Manager, City Council, civic organizations, and the citizens of Benbrook.

The schedule will be followed to obtain citizen input during the 2015-16 Budget Adoption Process:

|                  |  |
|------------------|--|
| October 1 - July | City Staff receives and reviews written suggestions from citizens and civic organizations for the 2015-16 Annual Budget.   |
| July 2           | First public work session is held for City Staff and City Council to outline issues to be faced during the 2015-16 Budget Adoption Process.  |
| July 24          | City receives final assessed valuation totals from Tarrant Appraisal District  |
| August 6         | Finance Director presents assessed valuation information during City Council meeting.  |
| August 6         | Proposed Budget is presented to City Council in a work session open to the public  |
| August 13        | Notices of the Public Hearings on the Proposed Budget and Proposed Tax Rate are published in the official newspaper. Summaries of the Proposed Budget and Notice of Effective Tax Rate are published. Information is posted on the City's website.                                     |
| August 20        | Notices of the Public Hearings on the Proposed Budget and Proposed Tax Rate are published in the official newspaper. Summaries of the Proposed Budget and Notice of Effective Tax Rate are published. Information is posted on the City's website. The first public hearings are held. |
| August 27        | Notices of the Public Hearings on the Proposed Budget and Proposed Tax Rate are published in the official newspaper. Information is posted on the City's website.  |

- September 3 Notices of the Public Hearings on the Proposed Budget and Proposed Tax Rate are published in the official newspaper. Information is posted on the City's website.
- September 3 Second Public Hearing is conducted on the Proposed Budget and Tax Rate (Copies of the Summary Budget are made available to all attendees).
- September 10 Notices of the Adoption of the 2015-16 Budget Ordinance, and 2015-16 Tax Rate Ordinance are published in the official newspaper. Summary of the Proposed Budget is published. Information is posted on the City's website.
- September 17 Notices of the Adoption of the 2015-16 Budget Ordinance and 2015-16 Tax Rate Ordinance are published in the official newspaper. Summary of the Proposed Budget is published.
- September 17 City Council adopts the 2015-16 Budget, adopts the 2015-16 Tax Rate, and ratifies property tax increase.
- December 17 The 2015-16 Budget Document is posted on the City of Benbrook's website [www.benbrook-tx.gov](http://www.benbrook-tx.gov).

## BUDGET GLOSSARY

The 2015-16 Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget Document in understanding these terms, a budget glossary has been included.

|                                |  |
|--------------------------------|--|
| <u>ACCOUNT</u>                 | A code designed for convenience in referencing classification information for computer operations. The code specifically designates character and object code information.   |
| <u>ACCRUAL ACCOUNTING</u>      | A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable, and expenses are recognized in the period incurred instead of when cash is actually received or spent. For example, in accrual accounting revenue that was earned between January 1 and March 31, but for which payment was not received until April 15, is recorded as being received on March 31 rather than on April 15. |
| <u>ACTIVITY CLASSIFICATION</u> | Expenditure classification according to the specific function performed by the organizational units.   |
| <u>APPROPRIATION</u>           | A legal authorization made by the City Council that permits the City to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time period in which it may be expended.  |
| <u>APPROPRIATION ORDINANCE</u> | The official enactment by the City to establish legal authority for City officials to obligate and to expend resources.  |
| <u>APPRAISED VALUE</u>         | The estimated value of a piece of property for the purpose of taxation.  |
| <u>ASSESSED VALUATION</u>      | A value that is established for real or personal property for use as a basis for levying property values. (Note: Property values in the City of Benbrook are established by the Tarrant Appraisal District).   |

AUDIT

A comprehensive investigation of the manner in which the government's resources were actually utilized. The audit can be classified as a financial audit or a performance audit. A financial audit is a review of the accounting system and related financial information to determine how government funds were spent and whether expenditures complied with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

BALANCE SHEET

A financial statement that discloses the assets, liabilities, reserves, and balances of a specific governmental fund as of a specified date.

BOND

A written promise to pay a specific sum of money at a specified date or dates in the future, together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue bonds. These bonds are most frequently used for construction of large capital projects such as streets, drainage, and buildings. The repayment of both the principal and interest are detailed in a bond ordinance.

BONDED DEBT

That portion of indebtedness represented by outstanding bonds.

BOND ORDINANCE

An ordinance or resolution adopted by the legislative body that authorizes a bond issue.

BUDGET

A financial plan, for a specified period (fiscal year), of operations that matches all planned revenues and expenditures with services provided to the residents of the City.

BUDGET ADJUSTMENT

A procedure, established by the City Charter, used to revise a budget amount after the budget has been adopted by the City Council.

BUDGET CALENDAR

The schedule of key dates which the City Staff follows in the preparation, adoption, and administration of the budget.

BUDGET DOCUMENT

The instrument used by the budget making authority to present a comprehensive financial plan of operations to the City Council.

BUDGET MESSAGE

The opening section of the budget document that provides the City Council and the public with a summary of the most important aspects of the budget, changes from prior years, and views and recommendations of the City Manager.

BUDGET ORDINANCE

The official enactment, by the City Council, to authorize legally the City Staff to obligate and expend the resources of the City.

BUDGETARY CONTROL

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

BUDGETED AMOUNT

An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

BUDGETED FUNDS

Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The Budget Document that is submitted for City Council approval is comprised of budgeted funds.

CAPITAL ASSET  
REPLACEMENT

A fund established by the City Council to finance major equipment (\$30,000 or more) over several years rather than during one budget year.

CAPITAL IMPROVEMENT  
PROGRAM

A long-range plan for providing the capital outlay necessary to insure that adequate services are provided to the residents of the City. The plan includes improvements to or the acquisition of structural improvements and major equipment purchases.

CAPITAL PROJECTS FUND

A fund created to account for the financial resources to be used for the acquisition of or the construction

|                                   |  |
|-----------------------------------|--|
|                                   | of major capital facilities or equipment.  |
| <u>CAPITAL IMPROVEMENT REPORT</u> | A separate budget document that lists, in detail each Capital Improvement Program along with the proposed method of financing the program and the year the project is undertaken.  |
| <u>CAPITAL OUTLAY</u>             | An expenditure which results in the acquisition or addition to fixed assets.   |
| <u>CASH ACCOUNTING</u>            | A basis of accounting in which transactions are recorded when cash is either received or expended.   |
| <u>CASH MANAGEMENT</u>            | The management of cash necessary to pay for governmental services while investing temporarily idle cash excesses in order to earn the maximum interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporarily idle cash. |
| <u>CHARACTER</u>                  | A basis for distinguishing types of expenditures; the major classification used by the City are: Personal Services, Supplies and Materials, Contractual Services, Repair and Maintenance, Capital Outlay, and Debt Service.  |
| <u>COMBINED SUMMARY STATEMENT</u> | A summary of two or more funds presented on a single page that includes a total of the funds presented.  |
| <u>CURRENT TAXES</u>              | Taxes that are levied and due within one year.   |
| <u>DEBT SERVICE</u>               | The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.  |
| <u>DEBT SERVICE FUND</u>          | A fund established to account for the accumulation of resources for and the payment of long-term debt principal and interest.  |

|                                       |   |
|---------------------------------------|---|
| <u>DEBT SERVICE FUND REQUIREMENTS</u> | The amount of revenues which must be provided for a Debt Service Fund so that all principal and interest payments can be made in full and on time.  |
| <u>DEFICIT</u>                        | The excess of expenditures over revenues during an accounting period.   |
| <u>DELINQUENT TAXES</u>               | Taxes that remain unpaid on or after the date on which penalty for non-payment is attached.   |
| <u>DEPARTMENT</u>                     | A major administrative organizational unit of the City which indicates overall management responsibility for one or more activities.  |
| <u>DISBURSEMENT DIVISION</u>          | Payment for goods and services in cash or by check. A major administrative organizational unit of the City which indicates overall management responsibility for one or more departments. The City has five divisions: General Government, Staff Services, Public Safety, Public Services, and Community Development. |
| <u>ENCUMBRANCE</u>                    | The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.   |
| <u>ESTIMATED REVENUE</u>              | The amount of projected revenues to be collected during the fiscal year. The projected financing sources estimated to finance the proposed projected expenditures.  |
| <u>EXPENDITURE</u>                    | A decrease in the net financial resources of the City due to the acquisition of goods or services.  |
| <u>FISCAL YEAR</u>                    | A twelve month period to which the annual operating budget applies. The City has established October 1 through September 30 as its fiscal year.   |
| <u>FIXED ASSETS</u>                   | Assets of a long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture, and other equipment.   |

|                                 |   |
|---------------------------------|---|
| <u>FULL FAITH AND CREDIT</u>    | A pledge of the general taxing power of a government to repay debt obligations (the term is typically used in reference to bonds).  |
| <u>FUNCTION</u>                 | A group of related activities aimed at accomplishing a major service.   |
| <u>FUND</u>                     | An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or governmental functions. The major funds used by the City include: General Fund, Debt Service Fund, Capital Projects Fund, Special Assessment Fund, and Capital Asset Replacement Fund. |
| <u>FUND BALANCE</u>             | The excess of assets over liabilities. Fund Balance is also known as surplus funds or reserves.   |
| <u>GENERAL FUND</u>             | The fund used to account for all financial resources except those required to be accounted for in one of the City's other special purpose funds.  |
| <u>GENERAL LEDGER</u>           | A file that contains a listing of various accounts necessary to reflect the financial position and results of operation of the government.  |
| <u>GENERAL OBLIGATION BONDS</u> | Bonds that finance a variety of public improvement projects which pledge the "Full Faith and Credit" of the City for their repayment.   |
| <u>GRANTS</u>                   | Contributions or gifts of cash or other assets from another government or organization to be used or expended for a specific purpose, activity, or facility. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.                               |
| <u>INTERFUND TRANSFERS</u>      | Amounts transferred from one fund to another.   |
| <u>INVENTORY</u>                | A detailed listing of property currently held by the government that shows quantities, descriptions, and values of the property as well as units of measure and unit price.   |

|                                    |  |
|------------------------------------|--|
| <u>INVOICE</u>                     | A bill requesting payment for goods or services by a vendor or other governmental unit.  |
| <u>LEVY</u>                        | To impose taxes, special assessments, or service charges for the support of City activities.   |
| <u>LINE-ITEM BUDGET</u>            | A budget that lists each expenditure category (salary, supplies, travel, repairs, etc.) separately, along with the dollar amount budgeted for each specific category.  |
| <u>LONG-TERM DEBT</u>              | Debt with a maturity of more than one year after the date of issuance.   |
| <u>MODIFIED ACCRUAL ACCOUNTING</u> | A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received. |
| <u>OBJECT CODE</u>                 | An expenditure category, such as salaries, supplies, travel, electricity, or communications equipment. Object codes are grouped together to form character classifications.  |
| <u>OPERATING BUDGET</u>            | The portion of the budget that pertains to daily operations that provide the basic governmental services. The General Fund and the Debt Service Fund comprise the City's operating budget.   |
| <u>ORDINANCE</u>                   | A formal legislative enactment by the governing board of a municipality.   |
| <u>PERFORMANCE BUDGET</u>          | A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.   |
| <u>PERFORMANCE MEASUREMENT</u>     | Specific quantitative and qualitative measurements of work performed as an objective of the activity, department, division, or fund.   |
| <u>PROGRAM BUDGET</u>              | A budget that focuses upon the goals and objectives  |

of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditures.

PROPERTY TAX

Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

RECONCILIATION

A detailed summary of the increases and decreases from one budget year to the next.

REQUISITION

A written request from one department to the Purchasing Agent for specific goods or services. This action precedes the authorization of a purchase order.

RESERVES

An account used to indicate a portion of a fund balance is restricted for a specific purpose and is therefore not available for general appropriations.

REVENUE

Funds that the government receives as income. Revenue includes such items as: tax payments, fees from specific services, receipts from other governments, fines, forfeitures, and interest income.

REVENUE REFUNDING BONDS

Bonds with principal and interest payable exclusively from a revenue source pledged as the payment source before issuance. This type of bonds can be issued with or without voter approval.

RISK MANAGEMENT

An organized attempt to protect a government's assets against accidental loss in the most economical method and with the least risk.

SOURCE OF REVENUE

Revenues are classified according to their source or point of origin.

SPECIAL ASSESSMENT

A compulsory levy made against certain properties to defray all or part of the cost of a specific improvement or service deemed to benefit primarily those properties. The following are examples of special assessments used by the City: street, curb

and gutter, drive approach, sidewalk, mowing, and demolition assessments.

SPECIAL ASSESSMENT FUND

A fund used to account for the construction of improvements with special assessment funds. The fund also accounts for the repayment of special assessment from property owners that have benefited from improvements or services regardless of the fund responsible for the original expenditure.

TARRANT APPRAISAL DISTRICT

An entity established by State of Texas law to insure uniform property appraisals for all cities in Tarrant County.

TAX RATE

The amount of tax stated in terms of a unit of the tax base; for example 65.75 cents per \$100 of appraised calculation of taxable property.

TAX ROLL

The official list showing the amount of taxes levied against each tax payer.

VOUCHER

A document indicating that a transaction has occurred. A voucher usually contains the account related to the transaction.

WORK PROGRAM

A plan of work proposed to be done during a particular period by the government in carrying out its assigned activities.